





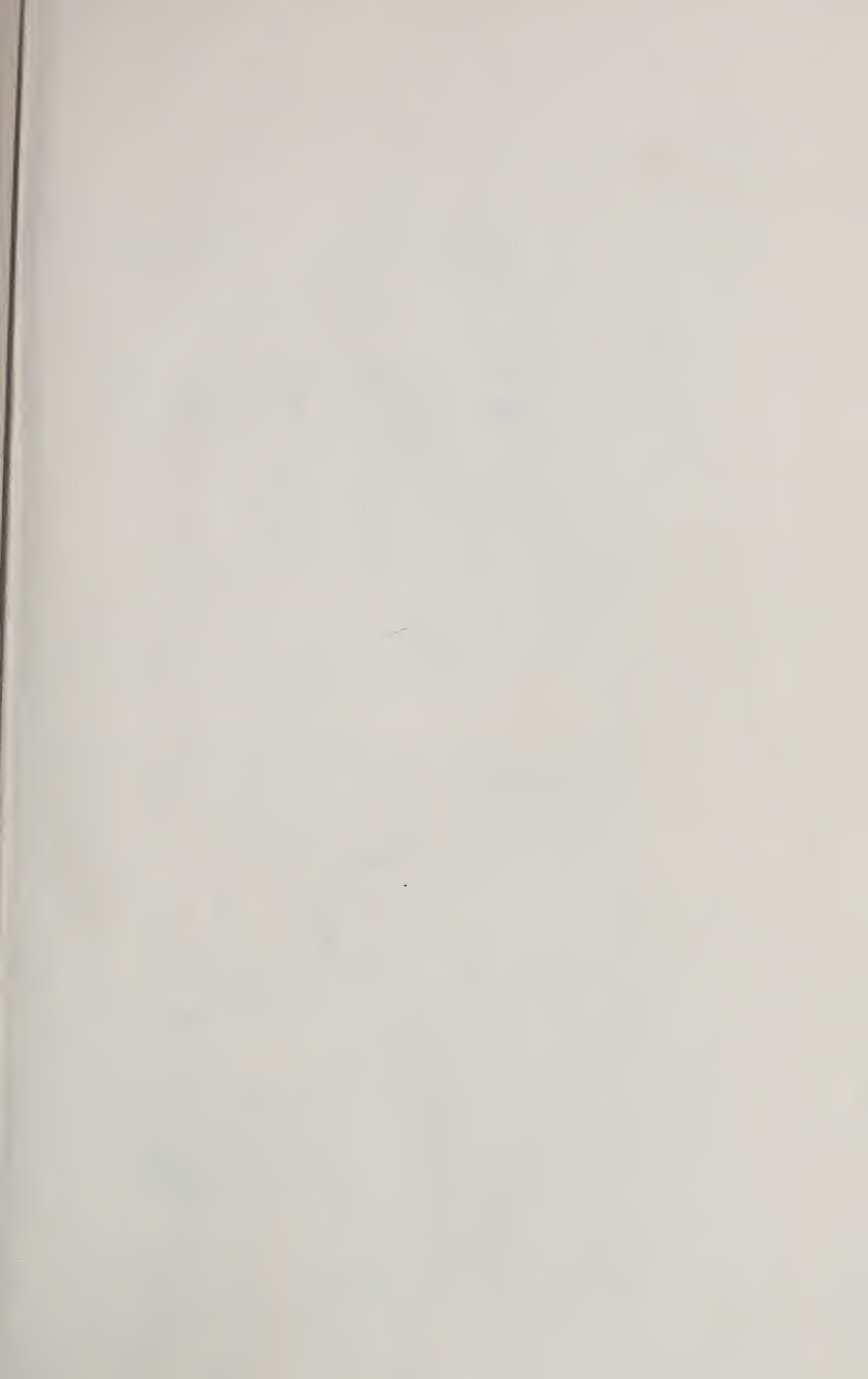
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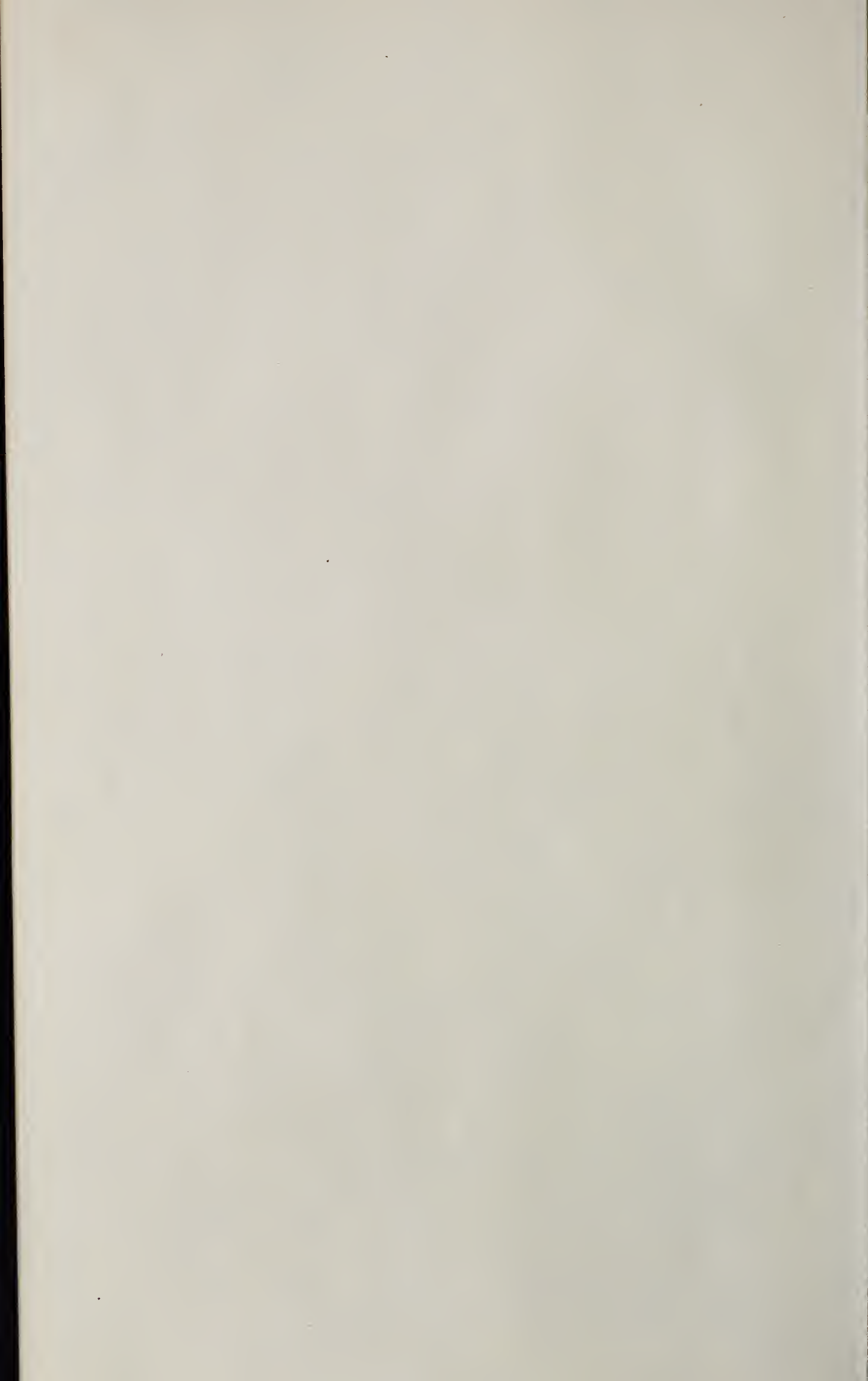
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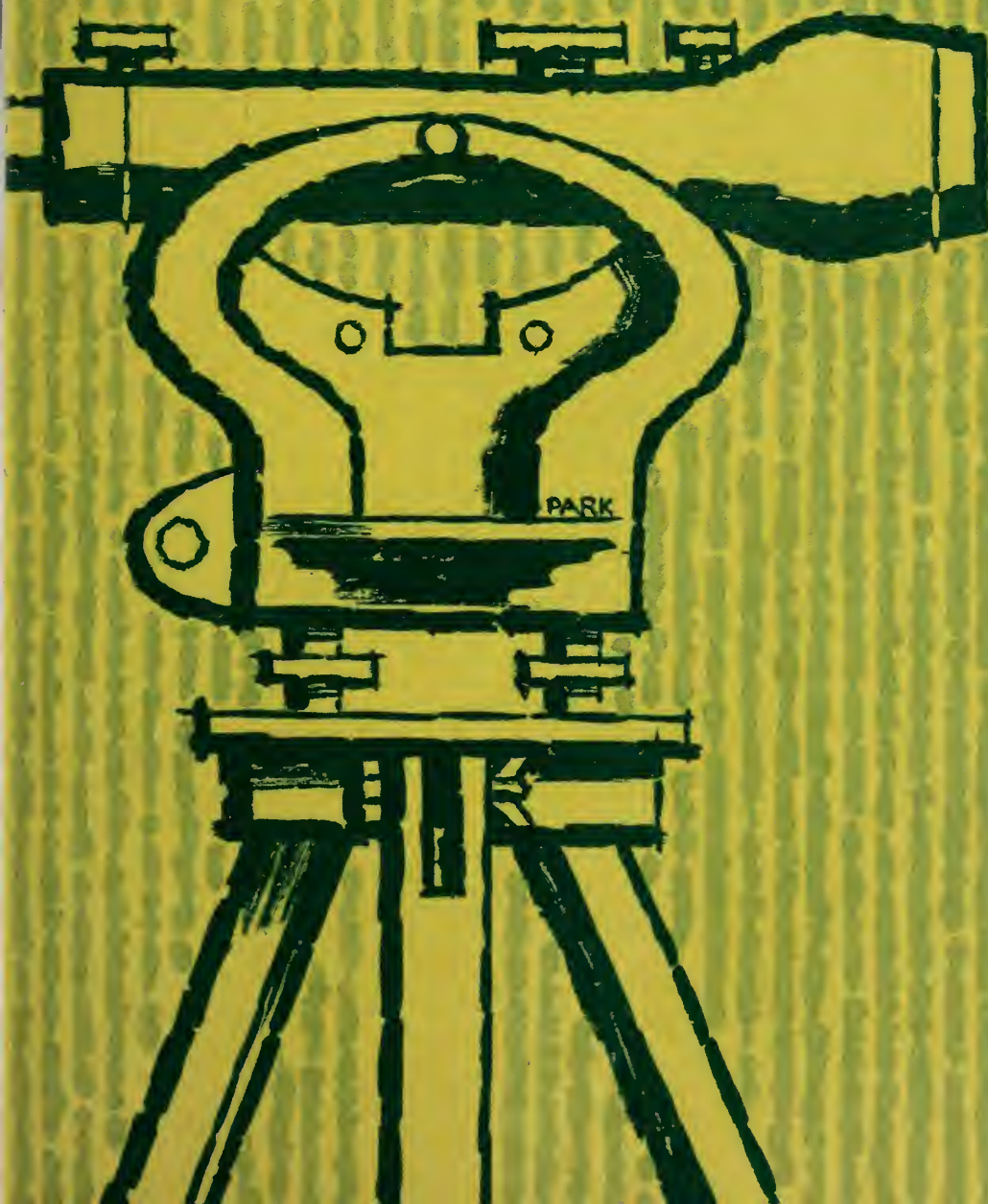
ANNUAL REPORTS

TOWN OF

ACTON

MASSACHUSETTS

1962



SPECIAL
REPORT
BY
THE
TOWN
ENGINEER

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ANNUAL REPORTS

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TOWN OF ACTON MASSACHUSETTS

FOR ITS
TWO HUNDRED AND TWENTY-SEVENTH
MUNICIPAL YEAR



FOR THE YEAR ENDING DECEMBER THIRTY-FIRST

1962

NORTHEAST OFFSET



LOWELL, MASS.

179955 JAN 1964



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ACTON, MASSACHUSETTS 01720**

SECTION A

SELECTMEN’S REPORT 4

SELECTMEN'S REPORT

TO THE CITIZENS OF THE TOWN OF ACTON:

We hereby submit reports of the several departments under the supervision of the Board of Selectmen.

During the year 1962, the Board held forty-five regular meetings, thirty-three special meetings and thirty-three hearings.

Layouts of nineteen streets were completed and after necessary hearings, were presented to the Town at a Special Town Meeting on December 17, 1962 and twelve of these were approved.

On the approval of the Town at the Annual Town Meeting, a Public Ceremonies and Celebrations Committee was created and the following members were appointed: Richmond P. Miller, Jr., Percy W. Wood, Raymond A. Shamel, Russell Hayward, Lowell H. Cram and Clark C. McElvein.

We, again, recommend the consideration of obtaining the services of a sanitary engineer.

The Board of Selectmen purchased land from William C. Kazokas and Porter G. Jenks for school purposes. Also, signed an option to hold thirty-five acres for a period of five years.

The major project for 1963 will be the widening and improving of Arlington Street under Chapter 90.

Under Article 45 of the 1963 Annual Town Meeting Warrant, we recommend the purchase of a rebuilt 3-wheel roller for the Highway Department to replace the present one which has seen service for approximately thirty years and is beyond reasonable repair.

The latter part of 1962, a start was made on the renovation of the old hearing room in the Town Hall into a town office, releasing the former town office space to the Treasurer and Collector.

The need for larger Police quarters still continues and we request favorable action by the Town.

We have inserted an article for the construction of a municipal parking area at the rear of the West Acton Fire Station. We hope this will relieve the parking congestion around the shopping area.

We appreciate the co-operation of the many departments, employees, boards and committees. At this time, we express our sincere appreciation to each and every employee as well as to the Citizens of Acton for their understanding and fine co-operation.

Respectfully submitted

ARTHUR W. LEE

LAWRENCE DONNELLY

CHARLES D. MACPHERSON

Board of Selectmen

SECTION B

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REPORT OF TOWN CLERK

Births recorded	190
Marriages recorded	52
Deaths Recorded	52

IMPORTANT REQUEST

Please notify the Town Clerk immediately of any error or omission in the following list of Births.

Errors not reported at once can be corrected only by sworn affidavit, as prescribed by the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

BIRTHS REGISTERED IN 1962

<i>Date</i>	<i>Place</i>	<i>Name of Child</i>	<i>Name of Parents</i>
Jan. 3	Concord	Lemere, Robert Bruce	Leo E., Jr. and Elizabeth M. Dentz
Jan. 4	Concord	Kendall, Michael Joseph	William S., Jr. and Joan F. Tucker
Jan. 4	Medford	Kramer, Robert Richard Jr.	Robert R. and Elizabeth L. Roncole
Jan. 5	Concord	Tremblay, Francis Stanhope	Joseph A. and Dorothy L. Woodbury
Jan. 9	Concord	McIlhatten, Amy Louise	Edgar P. and Roberta A. Brandt
Jan. 10	Concord	Keizer, Bradford Montgomery	Ira D. and Marjorie I. Ayers
Jan. 13	Concord	Orio, Martin John	Carl D. and Claudette I. Arcand
Jan. 14	Concord	Kennedy, Kevin Steven	Ernest S. and Elsie Johnson
Jan. 20	Concord	Cullinane, Stephen Edward	Edward F. and Elizabeth C. Cotter
Jan. 21	Concord	Spurr, Robert Allan	Philip A. and Barbara A. Radford
Jan. 23	Concord	Horne, Barry Christopher	Clyde J. and Hilda E. Holtkamp
Jan. 24	Concord	Bacci, Penelope Ann	Frank P. and Twylah M. Fry
Jan. 24	Concord	Day, Karen Marchand	Arthur C. and Joan M. Doughty

Jan.	25	Concord	Woodbury, Lisa Annette	John L. and Carolyn L. Ireland
Jan.	28	Concord	Vernia, David Charles	Thomas J., Jr., and Anne G. Whiting
Jan.	30	Concord	Hartshorn, Victoria Grace	James A. and Marion J. Davis
Feb.	1	Boston	Malster, Susan Elizabeth	Robert L. and Joan Cameron
Feb.	2	Concord	Bakeman, Geoffrey Hahn	Vance M. and Helen R. Coyle
Feb.	6	Concord	Paquette, George Alan	George A. and Naomi L. Ashley
Feb.	9	Ayer	Valliere, Steven Paul	Paul I. and Mary A. Delamater
Feb.	11	Concord	Conquest, Arthur Joseph	Joseph A. and Beverly A. Marston
Feb.	13	Waltham	Dearborn, Dawn Ann	Gerald F. and Concetta A. Tosti
Feb.	13	Concord	Lagarenne, Barbara Carol	Walter R. and Barbara A. Woodbury
Feb.	14	Concord	Hunt, Jeffrey Mark	Philip W. and Evelyn E. Roessler
Feb.	15	Concord	Halloran, John Lawrence	Robert E. and Ruth C. Ryan
Feb.	16	Concord	Beaudet, Richard George	Hermas N. and Ann J. Howard
Feb.	16	Concord	Talcott, Michelle Marie	Melvin E. and Marcia L. DeSousa
Feb.	19	Concord	Diskin, Linda Jean	Thomas B., Jr., and Marilyn A. Loring
Feb.	26	Newton	Procaccino, Nancy Adele	Roderic J. and Mary A. Lewis
Feb.	27	Boston	Earls, Ronald James Jr.	Ronald J. and Penny L. Miller
Mar.	7	Concord	Sims, Paula Helen	James R. and Helen A. Szczerzen
Mar.	9	Brookline	Harris, William Carleton	William H. and Jerry Honeycutt
Mar.	9	Concord	Jarvis, Christopher Jay	Gale F. and Valerie E. Medlar
Mar.	10	Medford	Leonard, Suzanne B.	Charles R. and Jeanne M. Barrasso
Mar.	10	Fitchburg	Nelson, Heidi Lee	Allen H. and Thelma Anderson
Mar.	10	Concord	Van Valkenburg, Brenda Lea	Charles F. and Anita M. Fisher
Mar.	13	Concord	Kivikoski, David Edward	Paul L. and Mary C. Boyle
Mar.	15	Concord	Collins, Gerald	Earl H. and Wilhelmina M. Fickel

<i>Date</i>	<i>Place</i>	<i>Name of Child</i>	<i>Name of Parents</i>
Mar. 15	Boston	Howell, Karen Marie	Leo G. and Carol A. DePollonio
Mar. 17	Concord	Wood, Patrick Thomas	Leland R. and Dorothy C. Elliott
Mar. 18	Concord	Ames, Donald Lee	Burleigh W. and Janice M. Sullivan
Mar. 19	Methuen	Berube, Brian Arthur	Arthur A. and Rosemary Contarino
Mar. 20	Concord	Caldwell, Malcolm Gillespie III	Malcolm G., Jr. and Carol A. Martin
Mar. 21	Concord	Wootton, Nicholas Roger	Roger W. and Gladys M. Slocum
Mar. 22	Concord	May, Peter Goddard	David L. and Alice H. Smith
Mar. 27	Cambridge	Gilfeather, Amy Elizabeth	Frank G. and Martha A. Andrus
Mar. 27	Acton	Lydiard, Hugh Wallace	Robert McN. and Beverly J. Wallace
Mar. 27	Marlborough	Strong, Robert Kevin	Robert S. and Winona A. Campbell
Mar. 30	Concord	Vachon, Paul Michael	Lawrence J. and Mary W. Crean
Apr. 3	Concord	Arms, William Hinsdale	Arthur C. and Henrietta J. Cole
Apr. 5	Concord	Reynolds, Jane Elizabeth	Donald T. and Gertrude I. Metzger
Apr. 7	Concord	Bernklow, Karen Sue	Ralph D. and Ruby L. Corn
Apr. 9	Concord	Jeffrey, Christopher James	Peter A. and Marilyn L. Mawn
Apr. 10	Concord	Letzeisen, Gregory Arthur	Arthur W. and Jane A. Brown
Apr. 13	Concord	Crocker, Thomas Ellsworth Jr.	Thomas E. and Joan H. Lemay
Apr. 13	Concord	Roscoe, Joan Eliza	Harvey H. and Loretta P. Malinsky
Apr. 16	Newton	Irwin, Daphne	John L., Jr. and Anne Buttrick
Apr. 17	Arlington	Bodner, Carolyn Stephens	Arthur P., Jr. and Donna L. Smith
Apr. 17	Concord	Knowles, Robert Richard	John G., Jr. and Shirley E. DuBee
Apr. 19	Concord	Spellman, Diane Marie	John R. and Lorraine M. Barcome
Apr. 20	Concord	Dayton, Gregory David	David and Shirley A. Grange
Apr. 22	Concord	Wiegand, Thomas Justin	Roger F. and Lorraine Mello
Apr. 23	Concord	Foley, Michael	John J. and Joyce E. Hutchins

Apr.	26	Concord	Wheeler, Mark Taylor	Stephen D. and Judith M. Lynah
May	1	Concord	McDougall, Mark Chamberlain	John J. and Sallie P. Williams
May	2	Concord	Alexander, Lynne Ann	Thomas H. and Donna M. Denton
May	2	Concord	French, Timothy Hutchins	Alden, Jr. and Dorothy P. Fairbanks
May	2	Concord	Hardin, Peter Scott	Howard P. and Jacquelyn O. Nash
May	3	Concord	Audet, Jennifer Ann	Armand A. and Dolores A. Barone
May	3	Winchester	Dunlavey, Timothy Michael	Robert J. and Florence S. Langland
May	3	Cambridge	Ferguson, Edward Brinton	Joseph B. and Madelaine M. Page
May	3	Concord	Sawyer, Deborah Lee	Richard C. and Dorothy A. Bowse
May	4	Boston	Krusen, Betsey Goodrich	George C., II and Betsey G. Morton
May	11	Concord	Moore, Harrington Douglas	Harrington, Jr. and Gail S. Harrington
May	12	Concord	Robbertz, Richard David	Antonius J. and Helen Jennekens
May	15	Concord	Stone, Allan Clifford	Howard W. and Barbara L. Peterson
May	17	Concord	Biron, Noreen Ruth	Richard D. and Phyllis R. Carbonneau
May	17	Concord	Taylor, Janice Ellen	Arthur R. and June S. Phelps
May	18	Boston	Bohne, Carol Vonne	Carl R. and Madeline F. Bailey
May	18	Concord	Gravlin, Linda Ann	Douglas A. Elisabeth A. Byam
May	19	Concord	Day, David Scott	Charles E. and Judith E. Bentsen
May	19	Concord	Day, Donald Edward	Charles E. and Judith E. Bentsen
May	20	Concord	Harnum, Daniel Nathan	Neil J. and Anna M. Novack
May	22	Concord	Corrigan, Lisa Marie	James J. and Virginia A. Olsen
May	22	Concord	Joyal, Paul Maurice	Maurice W. and Pauline L. Gendron
May	22	Concord	Prentiss, David Joseph	Brian A. and Dorothy F. Souza
May	23	Concord	Barry, Daniel James	David M. and Doris R. MacGregor
May	23	Concord	Parsons, Philip David	David L. and Carol F. Abbt
May	23	Concord	Spearing, Neil Andrew	James M. and Margaret M. Flynn

<i>Date</i>	<i>Place</i>	<i>Name of Child</i>	<i>Name of Parents</i>
May 25	Lowell	Hartwell, Theresa Ann	Robert and Victorine Gitschier
May 29	Concord	Ryan, Michael Patrick	George J. and Mary B. O'Brien
May 30	Concord	Brown, Jonathan Scott	Harvey M. and Sylvia J. Flint
June 1	Concord	Lahar, Cindy Jeanne	Henry L. and Priscilla Moore
June 1	Malden	Lennon, Richard Joseph	Donald J. J. and Lucy E. Griffiths
June 1	Concord	Scribner, John Rex	Richard M. and Lorraine A. Burgoyne
June 4	Worcester	Knight, Richard Thayer	John and Marie K. Oriol
June 5	Concord	Roche, Thomas Delaney	George L. and Lucy H. Romard
June 6	Concord	O'Connor, David Joseph Jr.	David J. and Helen M. Brittain
June 8	Concord	Bildzok, Steven Michael	Paul T. and Patricia A. Day
June 10	Boston	Knoebel, Richard Arthur	Richard H. and Nancy Kennedy
June 16	Concord	Vinal, Pamela Kathleen	Bruce L. and Adele M. Poirier
June 18	Concord	Flannery, Richard William	Edward W. and Cecelia J. Cooke
June 19	Concord	Hyde, Alison Vance	Robert P. and Mary E. Dunphy
June 21	Concord	Strom, Jacqueline Mae	Donald F. and Marjorie M. Hilken
June 25	Boston	Caron, Deborah Ann	George W. and Dorothy E. Hill
June 26	Concord	Woodworth, Marc Randall	Bruce M. and Jenny L. Ohs
July 1	Winchester	Mahoney, Carolyn	James L. and Elizabeth A. Burgun
July 2	Boston	Harring, Vaughn Frasier	Cedric F., Jr. and Barbara Allen
July 6	Concord	Moritz, Natalie Ann	Clement and Elizabeth H. Cooper
July 8	Ayer	Eckstein, Christopher Charles	William L. and Patricia Perkins
July 8	Concord	Sweeney, Patricia Elizabeth	Robert E. and Marilyn A. Thomson
July 10	Boston	Gerhardt, Carol Diane	Robert H. and Jean C. Kresser
July 11	Concord	Duggan, Patricia Elaine	Edward M. and Brenda J. Hollowell
July 11	Waltham	Guba, Karen Ann	Robert F. and Ann Kroeck

July	12	Concord	Bresnick, James David	Donald M. and Janice M. Perry
July	12	Methuen	O'Connor, John Walter	Francis D. and Bernardine A. Kennedy
July	13	Concord	Allen, Ronald Shaw	Robert S. and Norma E. Porter
July	13	Concord	Grimmer, Jean	Otto and Ingeborg P. Sommer
July	13	Concord	Howe, Richard Norman Jr.	Richard N. and Sandra L. Seller
July	20	Concord	Lyons, Linda Ann	Richard F. and Carol A. Carmody
July	20	Boston	McBride, Whitney James	Whitney E. and Ursula M. Pappalardo
July	21	Concord	Heald, Kelly Ann	Arthur F. and Betty F. Gillette
July	21	Concord	Legnon, Leroy Joseph Jr.	Leroy J. and Gayle S. Porter
July	23	Concord	Casey, Alice Maureen	Robert F. and Dora E. Bartel
July	23	Concord	Garmon, Thomas Steven	Stanley P. and Barbara J. Johnson
July	24	Concord	Mills, Thomas Arthur	Arthur S. and Mary L. Giar
July	25	Concord	Hryniewicz, John Nathen	Joseph E. and Rosemary Tusing
July	25	Concord	Russell, Glen Howie	Robert H. and Margaret S. Robson
July	27	Waltham	Ehret, Marilyn Ruth	Frederick W. and Elizabeth M. Nunes
July	27	Concord	Manchester, Linda Jean	Otis G., Jr. and Joan Ellis
July	30	Concord	Peterson, Andrew Barry	Stephen G. and Patricia M. Barry
July	31	Concord	Pasik, Laura Frances	Donald J. and Maureen R. Brewer
July	31	Concord	Sironen, Dorinda Joyce	David E. and Joyce Wheeler
Aug.	3	Concord	Prentiss, Mary Patricia	Harold O. and Dorothy V. Rahberg
Aug.	3	Concord	Towne, Pamela Jean	Frank C. and Barbara Berencsi
Aug.	5	Concord	Fenton, Donna Marie	Chauncey R., Jr. and Dorothy M. Hoffman
Aug.	5	Concord	Young, Jenny Lillian	Robert and Jean L. Youngberg
Aug.	11	Arlington	McLatchy, Lee Ann	Harold L. and Joyce E. Mason
Aug.	13	Concord	Vanaria, Robera Margarite Mary	Orlando A. and Lillian M. C. Bernard
Aug.	14	Concord	McCalmont, Stephen Andrew	Arnold M. and Rebekah R. Wright

Date	Place	Name of Child	Name of Parents	
Aug. 18	Concord	Doll, Matthew Donald	Lawrence H. and Joan M. Halloran	
Aug. 20	Concord	Bunting, Joseph Edward	James H. and Martha H. Wollman	
Aug. 20	Concord	Donaldson, Cynthia Merrill	David H. and Marilyn P. Merrill	
Aug. 21	Boston	Hendrie, Elizabeth Woodward	Gardner C. and Nancy Woodward	
Aug. 26	Concord	Shea, Kimberly Anne	Daniel J. and Joan N. Grantmyre	
Aug. 31	Concord	Brown, Scott Arthur	Charles F. and Leita M. McKelvie	
Aug. 31	Concord	Martin, Harold Russell	William E. and Barbara M. Hartwell	
Sept. 6	Concord	Case, William Bradford	Frank T. and Mary E. Lehto	
Sept. 6	Newton	DeAngelis, Kristin Joan	Lawrence R. and Joanne R. Topjian	
Sept. 6	Concord	Singleton, Paul Gregory	Paul and Mary F. Cunningham	
Sept. 9	Concord	Wright, Lynne Ellen	Calvin B. and Phyllis M. Crowley	
Sept. 13	Concord	Kendall, John Francis Jr.	John F. and Patricia E. Morrison	
Sept. 13	Providence,	R. I. Veasey, Lynn Ann	William J. and Claire E. Normandin	
Sept. 15	Concord	Reding, Charles Theodore	Charles M. and Mary-Scott Dayton	
Sept. 16	Concord	Hryniewicz, Frederick Gordon	Frederick J. and Edna L. Harnum	
Sept. 20	Concord	Davenport, Kimberly Elise	James E. and Barbara A. Wall	
Sept. 22	Acton	Barringer, Scot	Charles E. and Elinor A. Schulz	
Sept. 22	Concord	Caouette, Bernard Scott	Bernard A. and Mary A. Simeone	
Sept. 26	Concord	Nelson, Stanley Edgar Jr.	Stanley E. and Cynthia A. Nelson	
Oct. 1	Concord	Poole, Edward Arnold	Edward S. and Neyda I. Diaz	
Oct. 2	Concord	Curry, John Jeffrey	Ronald H. and Martha A. Gary	
Oct. 2	Arlington	Lang, Priscilla Alden	John A. and Virginia L. Roe	
Oct. 6	Concord	McDonald, Marianne	William P. and Ruth A. Mark	
Oct. 14	Concord	French, James Ward	Chester W. and Verna A. Conquest	
Oct. 15	Concord	Kahler, Steven William	Harry R. and Carol A. Bishop	

Oct.	16	Concord	Shaffer, Amy Lewis	George B. and Betty J. Lewis
Oct.	18	Newton	Boole, Carole Robin	Robert A. and Janet A. Seely
Oct.	18	Concord	Miller, Charles Todd	Charles E. and Jean L. Hoover
Oct.	23	Concord	Birch, Nathan Alfred	Warren F. and Barbara A. Barry
Oct.	25	Concord	Manchuso, Todd Joseph	Joseph E. and Marilyn Lawrence
Oct.	26	Concord	Greenwood, Robert Charles	George O. and Ann M. Bishop
Oct.	31	Concord	Connolly, Paul Jerome Jr.	Paul J. and Virginia M. Atkinson
Nov.	2	Chelsea	Sneed, Holly Jeanne	Douglas T. and Claire Steincipher
Nov.	3	Concord	Crane, Katherine Ann	Robert K. and Emma R. Freeman
Nov.	6	Concord	L'Heureux, Laurie Ann	Donald H. and Josephine K. Rowley
Nov.	7	Concord	Wright, Germaine Lynn	Robert J. and Sharron I. Salb
Nov.	8	Concord	Cronin, Susan Emily	Robert P. and Shella M. Monteith
Nov.	9	Concord	Sletten, Steven Joseph	Carlyle J. and Ruth B. Lessard
Nov.	10	Concord	Marsh, Robin Lee	Archie F. and Margaret E. Ashline
Nov.	10	Concord	Rav, Marllys Karen	Marsh B. and Ann E. Roth
Nov.	13	Concord	Norris, Henry Hampden III	Henry H. and Virginia C. Young
Nov.	17	Concord	Forslund, Krista Sue	Donald C. and Betty L. Long
Nov.	17	Concord	Medlar, Denise Helene	Steven J. and Barbara V. Nash
Nov.	18	Concord	Glover, Suzanne Elizabeth	William D., Jr. and Claudette L. Hebert
Nov.	19	Concord	Tate, Julie Ann	Arthur C. and Arlene P. Goddard
Nov.	22	Concord	Bloch, Aaron-David	Alan J. and Naomi R. Ross
Nov.	23	Concord	Murphy, David Francis	Randall E. and Mary C. Thompson
Nov.	26	Concord	Cobb, Charles Rogers	Harold W. and Mary-Louise Ireland
Dec.	3	Concord	Crosby, Richard Mark	John H. and Rosalie M. Kneeland
Dec.	12	Concord	Garthe, Douglas David	David N. and Nancy E. Yates

NOTICE

All dog licenses here listed expire March 31, 1963.

Dogs must be licensed on or before April 1st or the owners or keepers thereof are liable to a fine.

The law applies to all dogs three months old or over, regardless of time of year ownership is acquired.

No tax bills are sent to owners of dogs.

REPORT OF DOG LICENSES ISSUED IN 1962

760 Licenses	@ \$ 2.00	\$1,520.00
98 Licenses	@ 5.00	490.00
10 Licenses	@ 10.00	100.00
6 Licenses	@ 25.00	150.00
1 License	@ 50.00	50.00
44 Duplicate Tags	@ .25	11.00
3 Transfer Licenses	@ .25	.75

Paid to Town Treasurer		\$2,321.75

RECORD OF TOWN ELECTION
HELD MARCH 5, 1962

	Pct. 1	Pct. 2	Pct. 3	Total
Whole number of votes cast	264	285	464	1,013

MODERATOR, one year

James Edward Kinsley	139	140	315	594
Lawrence P. Wilder	123	139	142	404
Blanks	2	6	7	15

TOWN CLERK, one year

Charles M. MacRae	238	258	441	937
Blanks	26	27	23	76

SELECTMEN, three years

Lawrence Donnelly	229	250	416	895
Scattered	1	1	1	3
Blanks	34	34	47	115

ASSESOR, three years

William D. Tuttle	244	261	441	946
Blanks	20	24	23	67

BOARD OF PUBLIC WELFARE, three years

Clinton S. Curtis	239	253	430	922
Blanks	25	32	34	91

TREASURER, one year

Wm. Henry Soar	240	262	442	944
Scattered	1	0	0	1
Blanks	23	23	22	68

TOWN COLLECTOR, one year

Wm. Henry Soar	237	256	439	932
Scattered	1	0	0	1
Blanks	26	29	25	80

SCHOOL COMMITTEE, three years

	Pct. 1	Pct. 2	Pct. 3	Total
Parker Harrison, Jr.	190	195	327	712
Henry J. Hogan, Jr.	88	93	208	389
James W. Myers	154	176	258	588
Scattered	2	0	1	3
Blanks	94	106	134	334

CONSTABLES, one year

Edward J. Collins, Jr.	233	249	413	895
Chauncey R. Fenton, Jr.	242	260	425	927
T. Frederick S. Kennedy	238	251	422	911
David W. Scribner	233	250	424	907
Scattered	1	0	0	1
Blanks	109	130	172	411

CEMETERY COMMISSIONER, three years

Harry E. Holt	242	258	435	935
Blanks	22	27	29	78

BOARD OF HEALTH, three years

Robert C. Heustis	226	234	413	873
Scattered	0	2	1	3
Blanks	38	49	50	137

BOARD OF HEALTH, two years to fill vacancy

Mary M. Donald	159	119	160	438
David L. Smith	96	157	288	541
Blanks	9	9	16	34

TRUSTEES OF MEMORIAL LIBRARY, three years

Louise M. Gardiner	64	17	108	189
Judith K. Spencer	0	28	0	28
Scattered	20	14	21	55
Blanks	180	226	335	741

PLANNING BOARD, five years

John H. Loring	228	233	416	877
Blanks	36	52	48	136

TREE WARDEN, one year

Franklin H. Charter	248	260	439	947
Blanks	16	25	25	66

ABSTRACT OF THE PROCEEDINGS OF THE ANNUAL TOWN MEETING

March 12, 1962

ARTICLE I

OFFICERS

Chose: Hazel P. Vose trustee of the Elizabeth White Fund for three years.

Chose: Arno H. Perkins trustee of the West Acton Firemen's Relief Fund for three years.

Chose: Frederick S. Kennedy trustee of the Acton Firemen's Relief Fund for three years.

Chose: James N. Gates trustee of the Goodnow Fund for three years.

Voted: That the salary of the Moderator be fifteen dollars for each night for each meeting for the year 1962.

Voted: That the salary of the Chairman of the Board of Selectmen be five hundred twenty-five dollars and that the salaries of the other members be four hundred fifty dollars each for the calendar year 1962.

Voted: That the salary of the Town Treasurer be three thousand one hundred twenty dollars for the calendar year 1962.

Voted: That the salary of the Town Collector be two thousand six hundred fifteen dollars for the calendar year of 1962.

Voted: That the salary of the Town Clerk be one thousand eight hundred ninety dollars for the calendar year of 1962.

Voted: That the salary of the Chairman of the Board of Assessors be two thousand seven hundred thirty five dollars, that the salary of the Clerk be one thousand twenty dollars, and the salary of the third member be nine hundred thirty-five dollars for the calendar year 1962.

Voted: That the salary of the Chairman of the Board of Public Welfare be one hundred twenty-five dollars and that the salary of the other members be seventy-five dollars each for the calendar year 1962.

Voted: That for the calendar year 1962, the salary of the Chairman of the Board of Health be one hundred twenty-five dollars, that the salary of the members be seventy-five dollars each and that the Board of Health be authorized to appoint one of its members as Assistant Agent of the Board of Health at the rate of one dollar seventy-five cents per hour in accordance with the provisions of Section 4-A of Chapter 41, of the General Laws of Massachusetts.

Voted: That the wages of the Tree Warden be at the rate of two dollars and three cents per hour from Jan. 1, 1962 to March 31, 1962, and two dollars and thirty-six cents per hour from April 1, 1962, to December 31, 1962, plus seventy-five cents per hour for the use of his truck during the calendar year 1962.

ARTICLE 2

REPORTS

Voted: To accept the several reports of the Town Officers and Boards.

ARTICLE 3

REPORTS

Town Meeting that have not already reported.

Voted the following resolution: Be it hereby resolved that the Town of Acton, at its annual Meeting of March 12, 1962, does hereby recognize, on his retirement from Public Service, Albert P. Durkee. Mr. Durkee has served as Chairman of the Board of Assessors for thirty of the thirty-nine years he has been a member of this Board.

That this record of distinguished and loyal service to this community; and the best wishes of its citizenry be made a part of the official record of this meeting.

ARTICLE 4

PERSONNEL BY-LAW

Voted unanimously: To amend the TOWN BY-LAWS by adding a new Section numbered 7 entitled PERSONNEL BY-LAW, which is as follows:

PERSONNEL BY-LAW

FOR

WAGE AND SALARY DETERMINATION AND ADMINISTRATION
APPLICATION

SECTION 1 — EXTENT OF INCLUSION

All Town departments and all positions in the Town Service for which compensation is paid (whether full time, seasonal, casual, special, Civil Service or other) shall be considered as being within the scope of coverage of the Personnel By-Law, with the following exceptions and/or limitations:

- (a) In conformance with Chapter 41, Section 108 of the General Laws, as amended, salaries paid to elected Town officials shall be established annually by a vote of the Town. The Personnel Board shall however maintain the required records to properly evaluate the worth of such service, and on request, will make recommendations as to salaries for these positions.
- (b) Positions under the direction of the School Committee in conformance with Chapter 41, Section 108A of the General Laws, as amended, shall not be included, unless such inclusion shall be at the specific request of the School Committee.

ADMINISTRATION

SECTION 2 — THE PERSONNEL BOARD

- (a) Appointment Procedure — A Personnel Board of five (5) members shall be appointed by the Board of Selectmen, to serve without com-

pensation, for a term of three (3) years. In making the original appointments two (2) members shall be appointed for a term expiring April 1, 1965, two (2) for a term expiring April 1, 1964, and one (1) for a term expiring April 1, 1963. Thereafter appointments shall be made for a term of three (3) years. Vacancies shall be filled by the Board of Selectmen to cover the unexpired term of the vacated member.

- (b) Board Membership — At least two (2) members shall be appointed by reason of specific qualifications through actual personnel practice or experience. No board member shall be in a paid service to the Town either elected, appointed or hired.
- (c) General Board Procedures — Board Members shall elect the officers it deems necessary to promote an effective organization, and may establish their own rules of procedure. Three (3) members shall constitute a quorum for the transaction of business. The affirmative vote of the three (3) members shall be required to make official any act of the Board. The Board shall maintain accurate records of its official business, proceedings and actions. Subject to approved appropriations the Board may make the necessary expenditures to insure an effective performance of their duties. The Board of Selectmen shall furnish the Board with such necessary office space and hearing rooms as may be required for the performance of these duties.

SECTION 3 — DUTIES OF THE PERSONNEL BOARD

- (a) The Personnel Board shall administer the Municipal Compensation Plan, and shall establish such policies, procedures and regulations, consistent with said Plan, as it deems necessary for the administration thereof.
- (b) The Personnel Board shall maintain personnel records of all employees, including therein such information as it deems desirable. Department Heads shall furnish such information as shall be requested for this purpose.
- (c) The Personnel Board, from time to time, shall review the work of all positions subject to the Plan. Such reviews shall be so scheduled as to cover all such positions at intervals of not more than three years. In case of necessity, the Personnel Board may tentatively add a new position to the Plan or reclassify an existing position to a different group, subject to the subsequent ratification of its action by a formal amendment of the Plan at the next town meeting.
- (d) The Personnel Board shall, from time to time, review the Plan. It shall keep informed as to wage policies outside the service of the Town, and shall recommend to the Town any action which it deems desirable to maintain a fair and equitable wage level.
- (e) Upon recommendation of a department head, supported by evidence in writing of special reasons and exceptional circumstances satisfactory to the Personnel Board, said Board may authorize an entrance rate higher than the minimum rate for a position, and such other variances in the Compensation Plan as it may deem necessary for the proper functioning of the services of the town, and to effectuate the basic intent of the Plan. No variance shall become effective unless, or until, the necessary funds have been appropriated therefor.
- (f) The Personnel Board shall maintain written job descriptions of the jobs, or positions, in the Plan, describing the essential characteristics, requirements and general duties of the jobs. The descriptions shall not be interpreted as complete or limiting definitions of any job, and em-

employees shall continue in the future, as in the past, to perform any duties assigned by department heads, supervisors or other administrative authority.

- (g) The Personnel Board shall make an annual report to the town, including recommendations on any matters related to the Plan which it feels should be considered by the town.
- (h) The administration of the Plan shall be construed as being in conformance with the provisions as contained in Chapter 41, Section 108C of the General Laws, as amended.

WAGE AND SALARY DETERMINATION

SECTION 4 — MUNICIPAL COMPENSATION PLAN FOR MASSACHUSETTS TOWNS

- (a) The Plan — A classification and compensation plan, requiring the use of formal evaluation procedures is hereby established. The Plan, through proper measurement, establishes the relative value of one position to another through the use of established techniques, applied to position requirements through position descriptions, and the use of Job and Staff Evaluation Manuals. The Plan shall be construed as being conformance with the provisions as contained in Chapter 41, Section 108A of the General Laws, as amended.

Classifications and corresponding compensation values, on a current basis, are contained in Schedules A, B, B1, C, C1, attached hereto and made a part hereof. Pay rates are shown on an hourly, weekly, monthly and yearly basis, and extended to compensate for variations in work periods, for purpose of presentation and assistance in application. The current basis for wage payment (hourly, weekly, monthly, etc.), will remain in effect. "Full Time Service" is defined as a permanent full time employee hired to work a full schedule of hours per week, but not less than 35 hours per week and not less than 50 weeks per year. "Part Time Service" is defined as employment for less time than that indicated in "Full Time Service".

- (b) Installing and Operating the Plan

1. No wage or salary shall be reduced as a result of the installation of this Plan. Any existing rates above the maximum shall become Personal Rates and apply only to the present incumbent. Such rates are not subject to automatic changes until such time as these rates conform to the Compensation Plan or until such time as the position is vacated. When the incumbent leaves the employ of the Town, or is transferred to another job, the rate shall disappear. No other employee assigned to, or hired, for the job shall advance beyond the maximum of the job.

2. Employees in the continuous "Full Time Service" of the Town, who have a satisfactory performance record, shall be eligible for an advance of one step-rate per year (the year to be counted from the date of the latest increase), but not more, until the maximum for their job is reached, subject to the approval of their Department Head and the Personnel Board. Any employee denied such an increase has the right to appeal to the Personnel Board, which will confer with both the employee and the Department Head. All adjustments shall be approved in advance by the Personnel Board.

3. Progressions through the rate ranges are not mandatory and

shall be on the basis of merit and ability on recommendation of the Department Head.

4. When an employee is promoted to a higher rated job, he shall enter at the minimum of the job rate range or at his own rate, whichever is the higher. He may also receive a one step-rate increase at the time, if the Department Head feels that qualifications and performance warrant it, and the Personnel Board approves.

5. The Personnel Board shall be notified of all requisitions for persons to fill positions or perform duties subject to the Compensation Plan and shall advise upon the appropriate classification to which such persons shall be assigned.

6. The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired, unless otherwise authorized by the Personnel Board. The first six months of employment shall be a probationary period, at the end of which the Department Head may decide whether his performance warrants continued employment.

7. The Personnel Board shall have the right to establish the job or salary grade which shall be paid in a new position title necessary to the conduct of the business of the Town.

8. The Compensation Plan, when established by the vote of the Town, shall consist of:

- (a) Minimum and maximum wages and salaries to be paid for each position included in the Compensation Plan, and
- (b) Designated step-rate increases for such job and salary ranges as shall, from time to time, be established by vote of the Town.

9. Employees in the continuous "Part Time Service" of the Town shall be subject to the above operating rules in regard to step-rate increases on the basis of the ratio of part time service to full time service.

10. No overtime shall be paid to Salaried Department Heads, Professional Employees and employees in jobs or positions subject to 24 hour call duty. Employees in the continuous "Full Time Service" shall be paid overtime at the rate of 1½ times their regular rate for hours in excess of their regularly scheduled work week, providing such work week is not less than 40 hours.

SECTION 5 — EFFECTIVE DATE OF PERSONNEL BY-LAW

The Personnel By-Law, as contained herein, shall be established as of April 1, 1962, upon acceptance by a vote of the Town in the annual town meeting of 1962.

SECTION 6 — AMENDMENT OF PERSONNEL BY-LAW

Any section, or specific segment, or provision of this By-Law may be amended at an annual Town meeting, provided the petition for such amendment has been submitted in writing to the Personnel Board and acted upon by the Board. Such petition for amendment shall receive fair and impartial consideration by the Board and may include hearings with the interested parties. The Board shall make known within thirty (30) days its approval or disapproval of such amendment. Petition for amendment may then be presented at the

annual Town Meeting. The Personnel Board may submit petitions for amendments to the Personnel By-Laws.

FRINGE BENEFITS

SECTION 7 — VACATIONS WITH PAY

- (a) All regular full time employees, except those for whom other provisions are made by the laws of the Commonwealth, who have been employed for less than thirty weeks prior to June 1 in the current year shall be granted vacation leave of one (1) day with full pay for each month of employment, provided that such vacation credit shall be calculated from the first day of employment.
- (b) Vacation leave of two (2) weeks with full pay shall be granted to any such employee who as of June 1 has been employed by the Town for more than thirty (30) weeks but less than fifteen (15) years.
- (c) Vacation leave of three (3) weeks with full pay shall be granted to any such employee who, as of June 1 has been employed by the Town for fifteen (15) years or more.
- (d) Vacation pay is computed as follows:

The number of hours that the employee is regularly scheduled to work, times the employee's basic hourly rate of pay (or the hourly equivalent for employees paid on a salary basis).
- (e) Vacations shall be granted by the Department Heads at such times, as in their opinion will cause the least interference with the performance of the regular work of the department, but taking into account, as far as possible, the preferences of the individual employee. Vacations must be taken in the year in which they are due and shall not accumulate from year to year. If a holiday falls within the vacation period of an employee, he shall be granted an additional day of vacation. No employee may be required or permitted to forego his vacation and receive extra pay in lieu thereof. Vacation leave with pay shall not be granted to temporary employees.

SECTION 8 — HOLIDAYS

The following are recognized as work holidays by the Town; New Year's Day, Washington's Birthday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas.

Only essential work, as determined by the Department Head, will be scheduled on a recognized Holiday. Except for work so scheduled, all permanent Full Time employees will receive the Holiday off, with Holiday pay, provided the Holiday falls on a regularly scheduled work day for the employees. A Holiday falling on Sunday will be observed on the Monday next following. If a Holiday falls on a Saturday which is not a regularly scheduled work day, it will not be paid for.

Holiday pay is computed at the individual's normal hours per day times his basic hourly rate, but not to exceed eight (8) hours at straight time.

When a Holiday falls on the employee's regularly scheduled work day and the employee is required to work he will be paid Holiday pay, plus regular pay for the hours actually worked. In no case will the number of vacation days plus the paid Holidays exceed twenty-five (25) days.

In order to be eligible to receive Holiday pay the employee must have been in pay status on his last scheduled work day prior to the Holiday, and his first scheduled work day following the Holiday, unless absent with the prior permission of his supervisor.

SECTION 9 — PAYMENT DUE TO ABSENCE ON ACCOUNT OF ILLNESS

- (a) Non-Occupational Sick Leave — All regular full time employees shall be credited with one half ($\frac{1}{2}$) day of sick leave upon the completion of each month of service (or major fraction of a month) until the June 1 following the date of employment. The number of days credited as of June 1 of each year shall be available for use, if necessary, during the twelve (12) month period ending the following May 31. Sick leave not used in the year credited may be allowed to accumulate and be available for use, if necessary, during the twelve (12) month period ending the following May 31. This sick leave credit shall not exceed a maximum of eighteen (18) days. Sick leave may be used only for illness or injury to the employee himself, and only while in the employ of the Town. No sick leave accumulations may be considered as a basis for payment upon termination of employment. In order to be eligible to be granted sick leave, the employee must notify his superior of his incapacity on the first day of absence, stating the nature of the sickness or injury, time expected to be incapacitated and when they expect to return to work. The supervisor is expected to check on such absences and to check with the doctor, and to obtain the doctor's certificate if in his judgement the situation demands such certification.
- (b) Workman's Compensation — Each employee covered under the Workman's Compensation Law shall be entitled to the benefits and be subject to the provisions of General Laws, Chapter 152 as amended. Sickness or injury arising out of, and in connection with, the service to the Town, and for which Workmen's Compensation is payable, shall be granted the difference between Workman's Compensation payments and the regular straight time rate of pay on the same basis as that set forth in sub-section a. Non Occupational Sick Leave, as detailed in this previous sub-section.

SECTION 10 — GROUP LIFE INSURANCE

In accordance with Chapter 32B of the General Laws as amended, and the terms of the insurance contracts, all Permanent Full Time employees who shall have completed six (6) months of continuous full time service for the Town shall be provided with Group Life insurance coverage not to exceed \$2,000.00 of which the Town will pay 50% of the premium and the employee the other 50%.

SECTION 11

Hospitalization and Surgical Insurance — For Permanent Full Time employees who are or become members of the existing Blue Cross-Blue Shield Group the Town will pay 50% of the cost of such membership and the employee the other 50%. Coverage includes both individual and family basis.

MISCELLANEOUS

SECTION 12 — CIVIL SERVICE LAW

Nothing contained in this By-Law or any section thereof shall be construed as being in conflict with Chapter 31 of the General Laws.

SECTION 13 — JURY DUTY

An employee called for jury duty on days falling within his usual work period for the Town shall be paid for those days, the difference between the compensation he would have received from the Town and his fees exclusive of travel allowances, for such services.

SCHEDULE A

Municipal Compensation Plan

Job and Salary Scale

April 1, 1962			Base — Hourly Rate				
Salary	Grade	Job	Minimum		Maximum		
			Step 1	Step 2	Step 3	Step 4	Step 5
S 19			\$ 3.24	\$ 3.39	\$ 3.55	\$ 3.72	\$ 3.89
S 14			2.62	2.74	2.87	3.00	3.14
S 13			2.49	2.61	2.73	2.86	2.99
S 12			2.37	2.48	2.59	2.71	2.84
S 11			2.24	2.35	2.46	2.57	2.69
S 10			2.12	2.22	2.32	2.43	2.54
S 9			1.99	2.09	2.18	2.28	2.39
	J	9	1.97	2.06	2.16	2.26	2.36
	J	8	1.86	1.95	2.04	2.13	2.23
	J	7	1.75	1.83	1.92	2.00	2.10
S 7			1.74	1.82	1.91	2.00	2.09
	J	6	1.64	1.71	1.79	1.87	1.96
S 6			1.62	1.69	1.77	1.85	1.94
	J	5	1.53	1.60	1.67	1.75	1.83
S 5			1.49	1.56	1.64	1.71	1.79
	J	4	1.41	1.48	1.55	1.62	1.69
S 4			1.37	1.43	1.50	1.57	1.64
	J	3	1.30	1.36	1.43	1.49	1.56
S 3			1.24	1.30	1.36	1.42	1.49
S 2			1.12	1.17	1.22	1.28	1.34

SCHEDULE B

Position Classification By Grade

Application of Master Values

April 1 1962			Full Time Service				
			Compensation Rate (Hour, Week, Month, Year)				
Position	Work		Minimum		Maximum		
Grade	Number	Hours	Step 1	Step 2	Step 3	Step 4	Step 5
S 19	801	40	\$ 3.24	\$ 3.39	\$ 3.55	\$ 3.72	\$ 3.89
			129.60	135.60	142.00	148.00	155.60
			561.50	587.60	615.33	644.80	674.27
			6739.20	7051.20	7384.00	7737.60	8091.20

S	14	*2101	40	2.62	2.74	2.87	3.00	3.14
		*2201	40	104.80	109.60	114.80	120.00	125.60
				454.13	474.93	497.47	520.00	544.27
				5449.60	5699.20	5969.60	6240.00	6531.20
S	12	3101	40	2.37	2.48	2.59	2.71	2.84
				94.80	99.20	103.60	108.40	113.60
				410.80	429.87	448.93	469.73	492.27
				4929.60	5158.40	5387.20	5636.80	5907.20
S	11	*2102	40	2.24	2.35	2.46	2.57	2.69
				89.60	94.00	98.40	102.80	107.60
				388.27	407.33	426.40	445.47	466.27
				4659.20	4888.00	5116.80	5345.60	5595.20
S	10	802	40	2.12	2.22	2.32	2.43	2.54
				84.80	88.80	92.80	97.20	101.60
				367.47	384.80	402.13	421.20	440.27
				4409.60	4617.60	4825.60	5054.40	5283.20
S	9	*2103	40	1.99	2.09	2.18	2.28	2.39
				79.60	83.60	87.20	91.20	95.60
				344.93	362.27	377.87	395.20	414.27
				4139.20	4347.20	4534.40	4742.40	4971.20
		3901	44	1.99	2.09	2.18	2.28	2.39
				87.56	91.96	95.92	100.32	105.16
				379.43	398.49	415.65	434.72	455.69
				4553.12	4781.92	4987.84	5216.64	5468.32
J	8	4402	40	1.86	1.95	2.04	2.13	2.23
				74.40	78.00	81.60	85.20	89.20
				322.40	338.00	353.60	369.20	386.53
				3868.80	4056.00	4243.20	4430.40	4638.40
J	7	3902	44	1.75	1.83	1.92	2.00	2.10
				77.00	80.52	84.48	88.00	92.40
				333.67	348.92	367.81	381.33	400.40
				4004.00	4187.04	4413.76	4576.00	4804.80
		4403	40	1.75	1.83	1.92	2.00	2.10
				70.00	73.20	76.80	80.00	84.00
				303.33	317.20	332.80	346.67	364.00
				3640.00	3806.40	3993.60	4160.00	4368.00
S	7	601	40	1.74	1.82	1.91	2.00	2.09
				69.60	72.80	76.40	80.00	83.60
				301.60	315.47	331.07	346.67	362.27
				3619.20	3785.60	3972.80	4160.00	4347.20
J	6	4404	40	1.64	1.71	1.79	1.87	1.96
				65.60	68.40	71.60	74.80	78.40
				284.27	296.40	310.27	324.13	339.73
				3411.20	3556.80	3723.20	3889.60	4076.80
		3905	44	1.64	1.71	1.79	1.87	1.96
				72.16	75.24	78.76	82.28	86.24
				312.69	326.04	341.29	356.55	373.71
				3752.32	3912.48	4095.52	4278.56	4484.48
S	6	3804	40	1.62	1.69	1.77	1.85	1.94
				64.80	67.60	70.80	74.00	77.60
				280.80	292.93	306.80	320.67	336.27
				3369.60	3515.20	3681.60	3848.00	4035.20

		4203	35	1.62	1.69	1.77	1.85	1.94
				56.70	59.15	61.95	64.75	67.90
				245.70	256.32	268.45	280.58	294.23
				2948.40	3075.80	3221.40	3367.00	3530.80
J	4	3906	48	1.41	1.48	1.55	1.62	1.69
				67.68	71.04	74.40	77.76	81.12
				293.28	307.84	322.40	336.96	351.52
				3519.36	3694.08	3868.80	4043.52	4218.24
S	4	602	40	1.37	1.43	1.50	1.57	1.64
		603		54.80	57.20	60.00	62.80	65.60
		604		237.47	247.87	260.00	272.13	284.27
		605		2849.60	2974.40	3120.00	3265.60	3411.20
S	3	*2302	48	1.24	1.30	1.36	1.42	1.49
				59.52	62.40	65.28	68.16	71.52
				257.92	270.40	282.88	295.36	309.92
				3095.04	3244.80	3394.56	3544.32	3719.04

* Subject to 24 hour call service.

SCHEDULE B1
POSITION IDENTIFICATION BY GRADE
and
MUNICIPAL DIVISION
Municipal Division

April 1, 1962

Full Time Service

Grade	Position Number	Position Title and Municipal Division
General Government		
S 19	801	Town Engineer
S 10	802	Assistant Town Engineer
S 7	601	Executive Clerk
S 4	602	Clerical Assistant (Police)
S 4	603	Clerical Assistant (Highway)
S 4	604	Clerical Assistant (Board of Health)
S 4	605	Clerical Assistant (Treasurer-Collector)
Protection of Persons and Property		
S 14	2101	Chief (Police)
S 14	2201	Chief (Fire)
S 11	2102	Sergeant (Police)
S 9	2103	Patrolman (Police)
S 3	2302	Fire Alarm Operator (Fire)
S 12	3101	Building Inspector
Health and Sanitation		
S 7	3803	Town Nurse (Board of Health)
S 6	3804	Agent (Board of Health)
Highways		
S 9	3901	Superintendent (Highways)
J 7	3902	Equipment Operator, Mechanic and Working Forman
J 7	3903	Skilled Laborer, Truck Driver and Equipment Operator

J	7	3904	Skilled Laborer and Truck Driver
J	6	3005	Skilled Laborer
J	4	3906	Dump Laborer (Highways)
Cemeteries			
J	8	4402	Superintendent (Cemeteries)
J	7	4403	Working Foreman (Cemeteries)
J	6	4404	Skilled Laborer (Cemeteries)
Libraries			
S	6	4203	Librarian

SCHEDULE C

POSITION CLASSIFICATION BY GRADE

APPLICATION OF MASTER VALUES

April 1, 1962				Part Time Service				
S	12	901	13.5	\$ 2.37	\$ 2.48	\$ 2.59	\$ 2.71	\$ 2.84
				32.00	33.48	34.97	36.59	38.34
				138.67	145.08	151.54	158.56	166.14
				1664.00	1740.96	1818.44	1902.68	1993.63
S	10	*2901	11.5	2.12	2.22	2.32	2.43	2.54
				24.38	25.53	26.68	27.95	29.21
				105.65	110.63	115.61	121.12	126.58
				1267.76	1327.56	1387.36	1453.40	1518.92
		*3808	10.0	2.12	2.22	2.32	2.43	2.54
				21.20	22.20	23.20	24.30	25.40
				91.87	96.20	100.53	105.30	110.07
				1102.40	1154.40	1206.40	1263.60	1320.80
S	9	*3102	10.0	1.99	2.09	2.18	2.28	2.39
				19.90	20.90	21.80	22.80	23.90
				86.23	90.57	94.47	98.80	103.57
				1034.80	1086.80	1133.60	1185.60	1242.80
		4101-2	15.0	1.99	2.09	2.18	2.28	2.39
				29.85	31.35	32.70	34.20	35.85
				129.35	135.85	141.70	148.20	155.35
				1552.20	1630.20	1700.40	1778.40	1864.20
J	9	2501	Variable	1.97	2.06	2.16	2.26	2.36
J	8	2301	9.0	1.86	1.95	2.04	2.13	2.23
				16.74	17.55	18.36	19.17	20.07
		2202	Variable	72.54	76.05	79.56	83.07	86.97
				870.48	912.60	954.72	996.84	1043.64
		2604	Variable	1.86	1.95	2.04	2.13	2.23
		2203						
J	7	2204	Variable	1.75	1.83	1.92	2.00	2.10
		2205						
S	7	2104	Variable	1.74	1.82	1.91	2.00	2.09
		3807						
S	6	3806	Variable	1.62	1.69	1.77	1.85	1.94

J	5	2605	Variable	1.53	1.60	1.67	1.75	1.83
		3201	2.5	1.53	1.60	1.67	1.75	1.83
				3.83	4.00	4.18	4.38	4.58
				16.60	17.33	18.11	18.98	19.85
				199.16	208.00	217.36	227.76	238.16
S	5	4405	Variable	1.53	1.60	1.67	1.75	1.83
		3809	1.5	1.49	1.56	1.64	1.71	1.79
				2.24	2.34	2.46	2.56	2.69
				9.71	10.14	10.66	11.09	11.66
				116.48	121.68	127.92	133.12	139.88
J	4	2206	9.5	1.41	1.48	1.55	1.62	1.69
				13.40	14.06	14.73	15.39	16.06
				58.07	60.93	63.83	66.69	69.59
				696.80	731.12	765.96	800.28	835.12
		2001	29.0	1.41	1.48	1.55	1.62	1.69
				40.89	42.92	44.95	46.98	49.01
				177.19	185.99	194.78	203.58	212.38
				2126.28	2231.84	2337.40	2442.96	2548.52
		3907	5.0	1.41	1.48	1.55	1.62	1.69
				7.05	7.40	7.75	8.10	8.45
S	4			30.55	32.07	33.58	35.10	36.62
				366.60	384.80	403.00	421.20	439.40
		606	Variable	1.37	1.43	1.50	1.57	1.64
		1401						
		1402						
		1403						
		1404						
		1405						
		2401	1.0	1.37	1.43	1.50	1.57	1.64
				1.37	1.43	1.50	1.57	1.64
S	4			5.94	6.20	6.50	6.80	7.11
				71.24	74.36	78.00	81.64	85.28
		4204	19.0	1.37	1.43	1.50	1.57	1.64
				26.03	27.17	28.50	29.83	31.16
				112.80	117.74	123.50	129.26	135.03
				1353.56	1412.84	1482.00	1551.16	1620.32
J	3	4209	6.0	1.30	1.36	1.43	1.49	1.56
				7.80	8.16	8.58	8.94	9.36
				33.80	35.36	37.18	38.74	40.56
				405.60	424.32	446.16	464.88	486.72
S	3	1406	Variable	1.24	1.30	1.36	1.42	1.49
		1407						
		1408						
		4205						
		4206	5.0	1.24	1.30	1.36	1.42	1.49
				6.20	6.50	6.80	7.10	7.45
				26.87	28.17	29.47	30.77	32.28
				322.40	338.00	353.60	369.20	387.40
				1.12	1.17	1.22	1.28	1.34
				16.58	17.32	18.06	18.94	19.83
S	2	2303	14.8	71.85	75.05	78.26	82.07	85.93
				862.16	900.64	939.12	984.88	1031.16

	2304	7.2	1.12	1.17	1.22	1.28	1.34
			8.06	8.42	8.78	9.22	9.65
			34.93	36.49	38.05	39.95	41.82
			419.12	437.84	456.56	479.44	501.80
Unclass.	4302						240.00/YR.
Unclass.	4303						180.00/YR.

*Informative only — Fee Basis

SCHEDULE C1
POSITION IDENTIFICATION BY GRADE
and
MUNICIPAL DIVISION

April 1, 1962

Part Time Service

Grade	Position Number	Position Title and Municipal Division
General Government		
S 12	901	Town Accountant (P. T.)
S 4	606	Typist (P. T.)
S 4	1401	Registrar of Voters (P. T.)
S 4	1402	Warden (P. T.)
S 4	1403	Deputy Warden (P. T.)
S 4	1404	Clerk (P. T.)
S 4	1405	Deputy Clerk (P. T.)
S 3	1406	Inspector (P. T.)
S 3	1407	Deputy Inspector (P. T.)
S 3	1408	Teller (P. T.)
Buildings and Grounds		
J 4	2001	Custodian (Town Hall) (P. T.)
Protection of Persons and Property		
S 10	2901	Inspector of Wires (P. T.)
S 9	3102	Deputy Building Inspector (P. T.)
J 8	2202	Deputy Chief (Fire) (Volunteer) (P. T.)
J 9	2501	Moth Superintendent (P. T.)
J 8	2301	Superintendent (Fire Alarm) (P. T.)
J 8	2604	Tree Climber (Skilled) (P. T.)
J 8	2203	Captain (Fire) (Volunteer) (P. T.)
J 7	2204	Lieutenant (Fire) (Volunteer) (P. T.)
J 7	2205	Firefighter (Fire) (Volunteer) (P. T.)
S 7	2104	Patrolman (Special) (Police) (P. T.)
J 5	2605	Semi-Skilled Laborer (Tree) (P. T.)
J 5	3201	Dog Officer (P. T.)
J 4	2206	Custodian (Fire) (P. T.)
S 2	2303	Assistant Fire Alarm Operator (Days) (P. T.)
S 2	2304	Assistant Fire Alarm Operator (Nights) (P. T.)
S 4	2401	Sealer of Weights and Measurers (P. T.)
Health and Sanitation		
S 10	3808	Plumbing Inspector (P. T.)

S	7	3807	Assistant Town Nurse (P. T.)
S	6	3806	Assistant Agent (Board of Health) (P. T.)
S	5	3809	Inspector of Animals (P. T.)
Highways			
J	4	3907	Dump Laborer (Highways) (Sunday) (P. T.)
Veteran's Aid			
S	9	4101-2	Veteran's Agent and Director of Veteran's Services (P. T.)
Libraries			
S	4	4204	Assistant Librarian (P. T.)
J	3	4209	Custodian (Library) (P. T.)
S	3	4205	Library Assistant (P. T.)
S	3	4206	Librarian (West Acton) (P. T.)
Recreation			
		4302	Playground Supervisor (P. T.)
		4303	Instructor (P. T.)
Cemeteries			
J	5	4405	Semi-Skilled Laborer (P. T.)

Voted: the following Resolution:

WHEREAS plans are being developed for the extension of high tension lines for the transmission of electricity through this or neighboring towns; and

WHEREAS the utility company concerned is seeking approval of the public authorities for the construction or carrying of said lines on overhead poles or structures; and

WHEREAS it is the consensus of this meeting as representing the inhabitants of the town of Acton that such overhead construction is objectionable because it defaces the countryside; because it is more vulnerable to damage in the event of storms or enemy attack; because the growing tendency throughout the country for these reasons is to put such lines underground; and because the consumers of electricity in this town are already paying in their regular electric bills a part of the cost of placing such lines underground in other suburban communities and in the more thickly settled areas around Boston; and the population density in this as in other suburban communities is rapidly increasing and may be expected to continue such increase at an accelerating rate:

NOW, THEREFORE, BE IT RESOLVED:

That this town is opposed to the extension of such lines on overhead structures either in this or neighboring towns; and that the inhabitants of the town of Acton favor legislation or any other equitable means which would facilitate the placing of high tension lines underground. and

BE IT FURTHER RESOLVED:

That the Selectmen are hereby authorized and instructed to communicate this resolution to the Selectmen of Sudbury, Wayland, Maynard and Concord,

and to the Legislature and to such other public authorities or bodies as may from time to time have occasion to deal with the matter.

Moderator appointed the following tellers:
Theodosia Lester, Stephen Lord, Paul Sweeney, Edmond McNiff, Sarah Hinckley, John McLaughlin, Henry Soar, Theron Lowden, Dorothy Williams.
Total vote — 382. Yes — 196. No — 186.

ARTICLE 5
BUDGET

Voted Unanimously: That the following sums of money be appropriated for the several purposes hereinafter designated and that the same be expended only for those purposes, under the direction of the respective Boards, Committees, or Officers of the Town and that the total sum of money be raised in the 1962 Tax Levy.

General Government

Moderator:	
1. Salary	\$ 75.00
Finance Committee:	
2. Expenses	125.00
Selectmen:	
3. Salaries	1,425.00
4. Expenses	2,450.00
5. Legal Services	750.00
6. Extra Legal Services	2,000.00
Town Office, Clerical Staff:	
7. Salary and Wages	22,085.00
Engineering Department:	
8. Salaries	14,410.00
9. Expenses	2,450.00
Town Accountant:	
10. Salary	1,895.00
11. Expenses	400.00
Treasurer:	
12. Salary	3,120.00
13. Expenses	1,000.00
Town Collector:	
14. Salary	2,615.00
15. Expenses	1,300.00
Town Assessors:	
16. Salaries	4,690.00
17. Expenses	1,000.00
Town Clerk:	
18. Salaries	1,892.00
19. Expenses	500.00

Election and Registration:		
20. Salaries and Wages	3,250.00	
21. Expenses	2,000.00	
Planning Board:		
22. Expenses	1,500.00	
Board of Appeals:		
23. Expenses	50.00	
Industrial Development Commission:		
24. Expenses	500.00	
Conservation Commission:		
25. Expenses	400.00	
Town Report Committee:		
26. Expenses	3,300.00	
Archives Committee:		
27. Expenses	150.00	
Public Ceremonies and Celebrations Committee:		
28. Expenses	1,000.00	
Buildings and Grounds		
29. Salaries and Wages	5,105.00	
30. Expenses	6,535.00	
Miscellaneous:		
31. Expenses	1,000.00	
Total General Government		\$ 88,972.00

Protection of Persons and Property

Police Department:		
32. Salaries and Wages	50,615.00	
33. Expenses	7,675.00	
Fire Department:		
34. Salaries and Wages	17,510.00	
35. Expenses	11,135.00	
Fire Alarm System:		
36. Salaries and Wages	6,455.00	
37. Expenses	2,900.00	
38. Fire Hydrant Rental	12,600.00	
Sealer of Weights and Measures:		
39. Salary and Travel	365.00	
40. Expenses	50.00	
Moth Department:		
41. Wages	3,825.00	
42. Expenses	1,700.00	
Town Forest Committee:		
43. Maintenance	100.00	

Tree Department:

44. Shade Tree Replacement	425.00
45. Wages	3,210.00
46. Expenses	1,520.00

Wire Inspector:

47. Wages and Travel	2,000.00
48. Expenses	100.00

Building Inspector:

49. Wages and Travel	4,000.00
50. Expenses	150.00

Dog Officer:

51. Wages and Travel	520.00
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Building Committee:

52. Expenses	50.00
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Civilian Defense:

53. Expenses	360.00
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Total Protection of Persons and Property	\$ 127,265.00
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Health and Sanitation

Board of Health:

54. Salaries	275.00
55. Expenses	1,500.00
56. Secretary, Salary	810.00
57. Town Nurse, Salary	4,315.00
58. Town Nurse, Expenses	1,210.00
59. Part Time Nurse, Wages	730.00
60. Agent and Part Time Agent, Wages	4,520.00
61. Laboratory Fees	500.00
62. Hospital and Sanitorium	1,500.00
63. Medical Supplies	250.00
64. School Clinic	1,000.00
65. Garbage Collector	11,765.00
66. Inspector of Animals, Salary	150.00
67. Inspector of Animals, Expenses	30.00
68. Plumbing Inspector, Wages	2,400.00
69. Mosquito Control	4,500.00

Total Health and Sanitation	\$ 35,455.00
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Highways

70. Village Highways	5,500.00
71. Drainage	12,000.00
72. Chapter 81 Highways	13,575.00
73. Chapter 90 Highways	2,000.00
74. Snow Removal	32,500.00
75. Traffic Signs and Lines	3,075.00

76.	Vacations and Holidays	2,620.00	
77.	Sidewalk Maintenance	800.00	
78.	Highway Machinery Maintenance	6,500.00	
79.	Street Lighting	15,175.00	
80.	Town Dump	6,070.00	

	Total Highways		\$ 99,815.00

Charities

81.	District and Local Welfare		
	Administration Salaries	1,800.00	
82.	Public Assistance	55,000.00	

	Total Charities		\$ 56,800.00

Veteran's Aid

Veteran's Benefits and Services:

83.	Salary	1,575.00	
84.	Expenses	275.00	
85.	Aid	12,500.00	

	Total Benefits and Services		\$ 14,350.00

Education

Local Schools:

86.	Instruction	323,244.00	
87.	Textbooks and Supplies	23,632.00	
88.	Plant Operation	37,275.00	
89.	Blanchard Auditorium	9,100.00	
90.	Maintenance of Plants	3,100.00	
91.	Auxiliary Agencies	34,850.00	
92.	General Control	10,150.00	
93.	Capital Outlay	2,960.00	
94.	Contingency Fund	1,000.00	

	Total Local School		\$ 445,311.00

Regional School:

95.	Instruction	264,274.31	
96.	Textbooks and Supplies	16,836.64	
97.	Plant Operation	33,958.12	
98.	Maintenance	2,233.03	
99.	Auxiliary Agencies	14,515.59	
100.	Transportation	14,445.20	
101.	General Control	10,757.66	
102.	Outlay	2,030.69	
103.	Blanchard Auditorium Lease	5,362.56	
104.	Athletic Fund	2,957.62	

105. Contingency Fund	350.86	

Total Regional School		\$ 367,722.28
Total Education		\$ 813,033.28

Library

106. Salaries and Wages	7,390.00	
107. Expenses	1,760.00	
108. Books	2,400.00	

Total Libraries		\$ 11,550.00

Recreation

Playgrounds:

109. Wages	1,440.00	
110. Expenses	500.00	

Total Recreation		\$ 1,940.00

Cemeteries

111. Salaries and Wages	15,955.00	
112. Expenses	3,050.00	
Total Cemeteries		\$ 19,005.00

Insurance

113. Workman's Compensation	4,500.00	
114. Surety Bonds	700.00	
115. Fire Insurance, Town Buildings	8,775.00	
116. Boiler and Machinery Insurance	700.00	
117. Motor Vehicle Insurance	3,295.00	
118. Money and Securities, All Risks	150.00	
119. Group Health Insurance	6,500.00	

Total Insurance		\$ 24,620.00

Pensions

120. Pension Fund	11,313.00	
121. Expenses	636.98	
122. Military Service Fund	6.17	

Total Pensions		\$ 11,956.15

Maturing Debt and Interest

Regional School:

123. Maturing Debt	42,370.00
124. Interest	38,707.75

Julia McCarthy Elementary School:

125. Maturing Debt	15,000.00
126. Interest	3,100.00

New Elementary School:

127. Maturing Debt	45,000.00
128. Interest	23,760.00

West Acton Fire Station:

129. Maturing Debt	12,000.00
130. Interest	396.00

South Acton Fire Station:

131. Maturing Debt	12,000.00
132. Interest	1,500.00

Anticipation of Revenue - Notes:

133. Interest	600.00
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Miscellaneous Interest:

134. Interest	800.00
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Total Maturing Debt and Interest ..	\$ 195,233.75
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Total Budget to be raised and appropriated	\$1,499,995.18
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Special Articles

Art. 7. School Land — Kazokas	\$ 8,000.00
Art. 8. School Land — Jenks	31,250.00
Art. 16. Demolish Center School	2,376.00
Art. 34. New Police Officer	2,500.00
Art. 35. Cruisers	4,500.00
Art. 36. Chapter 90 New Construction — Main Street	6,850.00
Art. 38. Snow Plow	850.00
Art. 40. Intersection Parker St. & Independence Rd.	1,200.00
Art. 42. West and South Water Supply District — Hosmer Street	200.00
Art. 44. Vocational Tuition and Transportation	4,500.00
Art. 45. Cemetery — Truck	3,000.00
Art. 49. Office Furniture and Equipment	1,750.00
Art. 50. Offices	5,000.00
Art. 51. Gas Disposal Unit	250.00
Art. 53. Records — Reg. of Deeds and Pantograph	3,500.00

Art. 55.	Operate, Repair and Maintain Citizens' Library	300.00	
Art. 56.	Operate Citizens' Library	300.00	
Art. 57.	Stabilization Fund	10,000.00	
Art. 58.	Fire Alarm Extension — Martin St. etc.	4,400.00	
Art. 59.	Emergency Generator — West Fire Station	1,900.00	
Art. 60.	Hydrant — Pope Road	1,000.00	
Art. 61.	Library — Catalog unit etc.	492.00	
Art. 62.	Sign-O-Meter — Treasurer	385.00	
Art. 64.	Raincoats and Boots — Aux. Fire Dept.	435.00	
Art. 67.	Water Safety Account	600.00	
Total to be raised and appropriated under Special Articles			\$ 95,538.00

Transfers

From Overlay Surplus and Surplus Revenue
To

Art. 41.	Highways	41,975.00	
Art. 43.	Conservation Fund	6,455.45	
Art. 66.	Playgrounds — move fence	400.00	
Art. 70.	Reserve Fund (Overlay Surplus)	10,000.00	
Art. 71.	Budget	54,000.00	
			\$ 112,830.45

Other Transfers

Art. 39.	From Machinery Fund To Shovel Loader	18,350.00	
Art 46.	From Cemetery Land Fund To Woodlawn Cemetery	2,000.00	
Art. 69.	From Elementary School Building Account To Julia McCarthy School Addition Account	729.33	
			\$ 21,079.33
Grand Total			\$1,729,442.96

Voted: To adjourn at 11:18 P. M. until 7:30 P. M. Tuesday, March 13, 1962.

The Moderator called the meeting to order at 7:30 P. M. on Tuesday, March 13, 1962

ARTICLE 6

BORROW MONEY

Voted Unanimously: To authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation

of the revenue of the financial year beginning January 1, 1962, and to issue a note, or notes therefore payable within one year and to renew any note, or notes as may be given for a period of less than one year in accordance with Section 17, Chapter 44, of the General Laws.

ARTICLE 7

SCHOOL LAND

Motion: That the Town authorize the Selectmen to purchase, take by eminent domain or otherwise acquire, for school purposes a piece of land, approximately two and one half acres in size, or any portion thereof, located east of the intersection of Arlington Street and Route 2, presently owned by William C. Kazokas and as shown on, "Plan of Land in Acton, Mass., dated January 18, 1962, by George E. Hayes, C. E., of Melrose, Mass".: or more particularly described as follows:

Beginning at a point of intersection of the easterly side line of Arlington Street and a stone wall, said point being approximately 1,600 feet northeast from the intersection of the northerly side line of Route 2, with the easterly side line of Arlington Street and measured along said Arlington Street; thence approximately 300 feet running south-southeasterly along a stone wall to a drill hole at an intersection of three stone walls, thence approximately 960 feet in a south-southwesterly direction along a stone wall, thence approximately 80 feet in a north-westerly direction to the easterly side line of said Arlington Street, thence approximately 1,200 feet in a north-northeasterly direction along the easterly side line of said Arlington Street to the point of beginning.

And that the sum of \$8,000 be raised and appropriated for the purchase of this land.

Moderator appointed the following tellers: Theodosia Lester, Stephen Lord, Paul Sweeney, John McLaughlin, Henry Soar, Theron Lowden, Caroline F. Brown, Dorothy Williams.

Total Vote 449. Yes — 281. No — 168.

Needed to Carry — 299+. Motion Lost.

ARTICLE 41

CHAPTER 81 AND 90

Voted Unanimously: To appropriate from the Surplus Revenue Account, the sum of \$41,975.00, provided that the reimbursement from the State's and County's Allotments for Highways under Chapters 81 and 90, be credited back to the Surplus Revenue Account as follows:

Chapter 81 — Maintenance State	\$18,425.00
Chapter 90 — Maintenance State	1,500.00
Chapter 90 — Maintenance County	1,500.00
Chapter 90 — New Construction State	13,700.00
Chapter 90 — New Construction County	6,850.00

\$41,975.00

ARTICLE 42

WATER DISTRICT

Voted: To raise and appropriate the sum of \$200.00 as its contribution to the Water Supply District of Acton (or West and South Water Supply District of Acton) toward the cost of extending a six inch water main from Hosmer Street to the Acton Town Dump on Massachusetts Avenue.

ARTICLE 43

CONSERVATION FUND

Voted: To appropriate from Surplus Revenue the sum of \$6,455.45, for the purpose of establishing a Conservation Fund.

ARTICLE 8

SCHOOL LAND

Voted: To authorize the Selectmen to purchase, take by eminent domain or otherwise acquire, for school purposes a parcel of land, approximately 24.9 acres in size, located east of the intersection of Arlington Street and Route 2, owned by Porter G. Jenks and as shown on "Plan of land in Acton, Mass., dated January 18, 1962, by George E. Hayes, C. E. of Melrose, Mass.," or more particularly described as follows:

Beginning at a point on the intersection of two stone walls, the first one running in a northeasterly direction approximately 100 feet east of, and parallel to, the center line of Arlington Street, the second one running in a southeasterly direction; said point being located approximately 200 feet northeast of the side line of Route 2 measured at a right angle to said side line of Route 2; thence 419.19 feet in a southeasterly direction along said stone wall to a corner, thence 630.58 feet, also in a southeasterly direction, to a pile of stones, thence approximately 1,750 feet in a north-northeasterly direction to a drill hole in a stone wall, thence 532.62 feet in a west-southwesterly direction along said stone wall to a drill hole at an intersection of three stone walls, thence 1,219.78 feet in a south-southwesterly direction along previously mentioned stone wall to the point of beginning.

And that the sum of \$31,250.00 be raised and appropriated for the purchase of this land.

Total Vote 452. Yes — 327. No — 125.

Needed to Carry — 301.

Voted: To take up Article 44.

ARTICLE 44

VOCATIONAL

Voted: To raise and appropriate the sum of \$4,500.00, for the payment of vocational tuition and transportation according to the provisions of Chapter 74 of the General Laws.

ARTICLE 45

CEMETERY TRUCK

Voted: To raise and appropriate the sum of \$3,000.00, for the purchase of a truck for the Cemetery Department, and to authorize the Cemetery Commissioners to purchase the same.

ARTICLE 46

WOODLAWN CEMETERY

Voted: To appropriate the sum of \$2,000.00 from the Cemetery Land Fund for Woodlawn Cemetery, for the purpose of clearing, grading and laying out new sections for the cemetery lots and to authorize said Cemetery Commissioner's to do anything, necessary, proper or expedient for carrying out the above purposes.

ARTICLE 49

TOWN HALL

Voted: To raise and appropriate the sum of \$1,750.00 for the purchase of office furniture and equipment for the Town Hall, including desks, chairs, typewriters and stands.

ARTICLE 50

TOWN HALL

Voted: To raise and appropriate the sum of \$5,000, for the purpose of rearranging the offices and to construct additional offices and to recondition or rebuild the toilets in the Town Hall.

Voted: To adjourn at 11:00 P.M. until 7:30 P.M. Wednesday, March 14, 1962.

The Moderator called the meeting to order at 7:30 P.M. on Wednesday, March 14, 1962.

Voted: To reconsider Article 7.

ARTICLE 7

SCHOOL LAND

Voted Unanimously: To authorize the Selectmen to purchase, take by eminent domain or otherwise acquire, for school purposes a piece of land, approximately two and one half acres in size, or any portion thereof, located east of the intersection of Arlington Street and Route 2, presently owned by William C. Kazokas and as shown on, "Plan of Land in Acton, Mass., dated January 18, 1962, by George E. Hayes, C. E., of Melrose, Mass".: or more particularly described as follows:

Beginning at a point of intersection of the easterly side line of Arlington Street and a stone wall, said point being approximately 1,600 feet northeast

from the intersection of the northerly side line of Route 2, with the easterly side line of Arlington Street and measured along said Arlington Street; thence approximately 300 feet running south-southeasterly along a stone wall to a drill hole at an intersection of three stone walls, thence approximately 960 feet in a south-southwesterly direction along a stone wall, thence approximately 80 feet in a north-westerly direction to the easterly side line of said Arlington Street, thence approximately 1,200 feet in a north-northeasterly direction along the easterly side line of said Arlington Street to the point of beginning.

And that the sum of \$8,000.00 be raised and appropriated for the purchase of this land.

ARTICLE 9

SCHOOL LAND

Voted Unanimously: To authorize the Selectmen to enter into an option agreement for a period of five years to acquire for school purposes an additional thirty-five acres of land, or any part thereof, adjoining the premises to be acquired under Article 8 at a price of \$1,250.00 per acre.

ARTICLE 10

Motion: To lay on table subject to call of the Chair. Voted.

Voted: To take up Article 51.

ARTICLE 51

DISPOSAL UNIT

Voted: To raise and appropriate the sum of \$250.00, for the purchase and installation of a gas disposal unit for the Town Hall.

Moderator appointed the following tellers: Sarah Hinckley, Caroline F. Brown, Theodosia Lester, Henry Soar, Paul Sweeney, Stephen Lord, John McLaughlin, Richmond Miller, Theron A. Lowden, Jean Williamson.

Total Vote 282. Yes — 159. No — 123.

ARTICLE 52

COMPILED BY-LAWS

Voted: To pass over Article.

ARTICLE 53

ASSESSORS' MAP

Voted: To raise and appropriate the sum of \$3,500.00, for the acquisition of copies of plans and deeds from the Registry of Deeds, the Land Court and the Probate Court and for the purchase of a pantograph, all of the above items

to be used in the preparation of an Assessors' Map to be made by the Engineering Department.

Voted: To take up Article 61.

ARTICLE 61

LIBRARY

Voted unanimously: To raise and appropriate the sum of \$492.00 for card catalog unit, bookcase, electric wiring repairs and installations of emergency light for Acton Memorial Library.

Voted: To take up Article 62.

ARTICLE 62

SIGN-O-METER

Voted: To raise and appropriate the sum of \$385.00, for the purchase of an electric Sign-O-Meter, for the Treasurer.

Voted: To take up Article 63.

ARTICLE 63

MONUMENT

Motion: To raise and appropriate the sum of \$440.00, to install electrical wiring to light the Davis Monument.

Total 360. Yes — 172. No — 188.

Motion lost.

ARTICLE 10

RECREATION LAND

Motion: To authorize the Board of Selectmen to purchase, take by eminent domain, or otherwise acquire for recreational purposes one parcel of land with the buildings thereon, situated in the Central part of Acton, on the Easterly side of Woodbury Lane and described approximately as follows:

Beginning at a point of intersection of the easterly line of Woodbury Lane and the eastward projection of the northerly line of Minuteman Road, thence approximately 225 feet in a northwesterly direction along easterly line of said Woodbury Lane, thence approximately 450 feet in an east-north-easterly direction along a stone wall, by land now or formerly of Frank W. Putnam Jr. & Norma E. Putnam, thence approximately 275 feet in a south-easterly direction along a stone wall by land now or formerly of Norman G. Collins & Frances L. Collins to existing stone bound, thence approximately 420 feet in a west-southwesterly direction by land now or formerly of the Town of Acton, locally known as Goward Field and/or Highway Yard behind the Acton Town Hall, to point of beginning. Containing in all about two and one half acres more or less. And that the sum of \$21,200.00 (Twenty One Thousand Two Hundred and No/100ths Dollars) be raised and appropriated therefor, said

sum to be applicable to the cost of land and the buildings and to any costs in connection with the acquisition thereof. Said land after acquisition to be held under control of the Recreation Commission.

Total 402. Yes — 103. No — 299.

Need to carry — 268. Motion lost.

Voted: To take up Article 64.

ARTICLE 64

FIRE

Voted Unanimously: To raise and appropriate the sum of \$435.00, for the purchase of raincoats and boots for the auxiliary fire department.

ARTICLES 11, 12, 13 & 14

Voted: To pass over these Articles.

ARTICLE 15

Motion: To transfer the care, custody, management and control of the Acton Center School site, located on Main Street in said Acton Center, from the school committee to the Board of Selectmen for the purpose of using said property as the site of a police station.

Voted: To amend motion by striking out "as the site of a police station" and replace with "as an historic site".

Total vote 351. Yes — 246. No — 105.

Voted: To transfer the care, custody, management and control of the Acton Center School site, located on Main Street in said Acton Center, from the school committee to the Board of Selectmen for the purpose of using said property as an historic site.

Total 356. Yes — 266. No — 90.

Needed to carry — 237.

Voted: To adjourn at 10:50 P.M. until 7:30 P.M. Monday, March 19, 1962.

The Moderator called the meeting to order at 7:30 P.M. on Monday, March 19, 1962.

ARTICLE 16

SCHOOL

Voted: To raise and appropriate the sum of \$2,376.00, to be expended by the Board of Selectmen for the purpose of demolishing or otherwise disposing of the old Acton Center School so-called.

RESOLUTION

Be it resolved that the Planning board and Building Committee be instructed to conduct such joint study and investigation as necessary to determine the most desirable site for the location of a police station and report their findings and recommendations at the next annual town meeting.

ARTICLE 17

Voted: To pass over article.

ARTICLE 18

ZONING BY-LAW

Motion: To amend the Protective Zoning By-Law of the Town of Acton by deleting Section II, subsection A, and inserting in place thereof the following new section:

A. NON-CONFORMING AND INCOMPATIBLE USE

1. Nothing in this By-Law shall prohibit the continued lawful use land or buildings in the same or similar manner in which they were used at the time of the adoption or subsequent amendment of this By-Law.
2. No extension of the non-conforming or incompatible use of a structure or land may be made.
3. A non-conforming or incompatible use which has been discontinued for a period of more than two years may not be resumed.
4. Necessary repairs, alterations or reconstruction of a non-conforming or incompatible structure after damage by a fire, storm or similar disaster are permitted; provided they are accomplished without undue delay and if the cost does not exceed 75% of the current market value of the structure prior to such damage, as determined by the Building Inspector in consultation with competent Appraisers.

Voted: To amend motion as follows: that the word "of" be added thereto between the words "use" and "land" at the end of line one and the beginning of line two under A-1, and that the words "and incompatible" and "or incompatible" be deleted from wherever they shall appear therein.

Moderator appointed the following tellers: Caroline F. Brown, Sarah M. Hinckley, Theron A. Lowden, Jean M. Williamson, Stephen Lord, John McLaughlin, Henry Soar, Theodosia Lester, Richmond P. Miller, Jr., Dorothy Williams.

Total vote 404. Yes — 200. No — 204.

Needed to carry — 270. Motion as amended lost.

ARTICLE 34

POLICE

Motion: To raise and appropriate the sum of \$5,000.00, and authorize the Board of Selectmen to appoint two (2) additional police officers.

Voted: To amend motion by striking out \$5,000.00 and insert \$2,500.00; and by striking out two (2) and insert one (1) additional police officer.

Total 422. Yes — 289. No — 133.

Voted: To raise and appropriate the sum of \$2,500.00, and authorize the Board of Selectmen to appoint one (1) additional police officer.

ARTICLE 19

ZONING BY-LAW

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by adding to Section II, Subsection D the following "Temporary signs for religious, educational, and other non-commercial uses may be allowed by the Board of Selectmen."

ARTICLE 20 thru 33

Voted: That Articles 20 thru 33 be laid on the table.

Total 430. Yes — 310. No — 120.

ARTICLE 35

CRUISERS

Voted: To raise and appropriate the sum of \$4,500.00, for the purchase of two (2) police cruisers and authorize the Board of Selectmen to transfer one of the present cruisers to the Engineering Department and to sell or otherwise dispose of the second cruiser.

ARTICLE 36

CHAPTER 90

Voted Unanimously: To raise and appropriate the sum of \$6,850.00, for Chapter 90 Construction on Main Street and Central Street; said money to be used in conjunction with \$6,850.00 to be allotted by the County and \$13,700.00 to be allotted by the State.

ARTICLE 37

SIDEWALK

Voted: To authorize the Board of Selectmen to spend the balance of \$2,862.75 appropriated under Article 39 of the 1961 Annual Town Meeting for the purpose of extending the sidewalk along the westerly side of Main Street to Kelley's Corner.

ARTICLE 38

SNOWPLOW

Voted Unanimously: To raise and appropriate the sum of \$850.00, for the purchase of a new snow plow for the Highway Department and authorize the Board of Selectmen to sell or otherwise dispose of an old plow.

ARTICLE 39

LOADER

Voted Unanimously: To appropriate from Machinery Fund the sum of \$18,350.00, for the purchase of a new shovel loader for the Highway Department and authorize the Board of Selectmen to sell or otherwise dispose of the present shovel loader.

ARTICLE 40

ROADS

Voted Unanimously: To raise and appropriate the sum of \$1,200.00, to widen the intersection of Parker Street and Independence Road, according to a proposed street layout.

ARTICLE 47

SEWAGE DISPOSAL

Motion: To authorize the moderator to appoint a representative Town sewerage committee to study the increasing sewage disposal problem and the avenues of approach to Federal aid and consultation services for the best solution of the problem in the immediate and long range future. Said committee to be known as the Acton Sewerage Committee and to consist of one (1) member from the Board of Selectmen, one (1) member from the Board of Health, one (1) member from the Planning Board, the Town Engineer, and one (1) member from the Town at large. This committee to submit its report to the Board of Health.

Voted: To amend the motion by striking out in the last sentence "Board of Health" and inserting "Town".

Motion: To strike out "one member from the Board of Selectmen," "one member from the Planning Board" and "one member from the Town at large" and insert "three members from the Town at large". Motion Lost.

Original motion as amended — Lost.

ARTICLE 48

SEWAGE

Voted: To pass over the Article.

ARTICLE 54

CITIZENS LIBRARY

Voted: To accept the gift of the property of The Citizens' Library Association of West Acton, Mass., located at the corner of Pearl Street and Windsor Avenue in the West part of Acton, Mass. Part of the property has been used as the West Branch of the Acton Memorial Library, and that the gift be covered by the following conditions:

1. That the Town of Acton continue to operate the said property in accordance with the purposes, and under the name of the Citizens' Library Association of West Acton.

2. That the Town of Acton shall elect, at the annual town meeting, a Board of three (3) Trustees in the following manner: One (1) Trustee for one (1) year; One (1) Trustee for two (2) years; One (1) Trustee for three (3) years, and thereafter the said Trustees are to be elected at the expiration of the aforesaid terms for a period of three (3) years.

3. That in the event the Town of Acton shall at any annual town meeting, by a four-fifths vote, vote to discontinue, transfer and/or sell the said property or any part thereof, any proceeds are to be turned over to the Board of Trustees of the Acton Memorial Library who will establish a fund to be known as "West Acton Citizens' Library Fund" the income of which to be used for purchasing books for the Acton Memorial Library.

Voted: To elect the following trustees: Percival Wood, 1 year, Barbara Nylander, 2 years, James E. Kinsley, 3 years.

ARTICLE 55

CITIZENS LIBRARY

Voted: To raise and appropriate the sum of \$300.00 to operate, repair, and for the maintenance of the Library at the Citizens' Library Association of West Acton.

ARTICLE 56

CITIZENS LIBRARY

Voted Unanimously: To raise and appropriate the sum of \$300.00 to operate the Citizens' Library Association West Branch of The Acton Memorial Library.

ARTICLE 57

STABILIZATION FUND

Voted: To raise and appropriate the sum of \$10,000.00, for a Stabilization Fund, pursuant to the provisions of General Laws, Chapter 40, Section 5-B.

ARTICLE 58

FIRE ALARM

Voted Unanimously: To raise and appropriate the sum of \$4,400.00, to extend the fire alarm network along Martin Street, Stow Street, Robbins Street and Liberty Street; also install seven (7) alarm boxes.

ARTICLE 59

GENERATOR — FIRE

Voted: To raise and appropriate the sum of \$1,900.00, to purchase and install an emergency generator at the West Acton Fire Station.

ARTICLE 60

HYDRANT

Voted Unanimously: To raise and appropriate the sum of \$1,000.00, to install a fire hydrant on Pope Road for fire protection.

ARTICLE 65

BY-LAW

Voted Unanimously: To dissolve the present Memorial Day Committee, and establish in its stead a Public Ceremonies and Celebrations Committee, by adoption of the following by-law.

"PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE"

SECTION 8

1. There is hereby established a Public Ceremonies and Celebrations Committee to be appointed by and responsible to the Board of Selectmen and whose powers, duties and responsibilities are as hereinafter provided.

2. Immediately following the effective date of this by-law, the Board of Selectmen shall appoint a Public Ceremonies and Celebrations Committee consisting of six (6) members. The initial terms of the aforesaid committee members shall be two for one (1) year, two for two (2) years and two for three (3) years as designated by said Board of Selectmen. Upon the expiration of each of the aforesaid terms, appointments to this Committee shall each be for a term of three (3) years.

3. The Committee shall have complete charge under the direction of the Board of Selectmen of all public ceremonies and celebrations held in the Town of Acton and in which the Town of Acton participates unless the Town shall by the vote of any regular or special Town Meeting provide otherwise.

4. Immediately following the appointment of the members of this committee, they shall organize and elect a chairman and clerk. The clerk of said Committee shall thereupon notify the Board of Selectmen of the aforesaid action. Said Committee may reorganize its officers at any time and the clerk shall notify the Board of Selectmen accordingly. The concurrence of a majority of the Committee shall be necessary to make any

act of the Committee effective. The Board of Selectmen may remove any member of the Committee for cause after due notice and hearing.

5. The Committee, with the approval of the Board of Selectmen, shall have the authority to appoint sub-committees for special events.

6. The members of the Committee shall serve without compensation.

ARTICLE 66

RECREATION

Voted Unanimously: To appropriate from Surplus Revenue the sum of \$400.00, to move from the old Acton Center School, 322 feet of chain link fence to Jones Field and the purchase of additional link fence for safety reasons, said fence to run parallel to Fort Pond Brook.

ARTICLE 67

WATER SAFETY

Voted Unanimously: To raise and appropriate the sum of \$600.00, for the support of the Water Safety Program which is jointly sponsored by the Red Cross and the School Department.

ARTICLE 68

BUILDING BY-LAW

Motion: To amend the present Building By-Law of the Town of Acton by striking out under Section 2, "Paragraph A. The Inspector's compensation shall be the fees collected for permits or any portion thereof as determined by the Selectmen." and inserting in place thereof the following: "A. The Inspector's compensation shall be determined by the Board of Selectmen."

Voted: To amend motion by striking out "Board of Selectmen" and inserting in place thereof "by Personnel By-Law."

Total vote 301. Yes — 119. No — 182.

Needed to carry — 201. Motion Lost.

ARTICLE 69

SCHOOL

Voted Unanimously: To transfer the unexpended balance of \$729.33 in the Elementary School Building Account to an account to be known as the Julia McCarthy School Addition Account.

ARTICLE 70

RESERVE FUND

Voted Unanimously: To appropriate from Overlay Surplus the sum of \$10,000.00 for a Reserve Fund pursuant to the provisions of Chapter 40, Section 6, of the General Laws.

ARTICLE 71

BUDGET

Voted Unanimously: To appropriate and transfer \$54,000.00 from Surplus Revenue (Free Cash) to be used by the Assessors in considering and fixing the tax rate for the Town for the calendar year 1962.

Voted: To adjourn at 11:10 P.M.

A true copy. Attest:

CHARLES M. MACRAE
Town Clerk

Amendment to the Zoning By-Law (Article 19) and By-Law (Article 65) adopted by the Town at the Annual Town Meeting March 12, 1962 were approved by Attorney General E. J. McCormack, Jr. on September 12, 1962.

ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING

October 8, 1962

ARTICLE 1

To see if the Town will vote to raise and appropriate or appropriate from available funds the sum of \$45,000.00, or any other sum, to be expended by the Town Building Committee for the purpose of hiring an architect. Said architect to be hired for the purpose of making architectural working drawings for a contemplated twenty (20) room elementary school to be located off Arlington Street on land owned by the Town, or take any other action relative thereto.

Motion: To transfer the sum of \$15,000.00, to be expended by the Town Building Committee for the purpose of hiring an architect; said sum to be provided by transfer from the School Department Instruction account to the Building Committee account; Said architect to be hired for the purpose of making architectural working drawings for a contemplated twenty (20) room elementary school to be located off Arlington Street on land owned by the Town.

Motion to accept Resolution as follows:

Resolve: That we consider whether we have a one or two story building and whether we use our present sites or the area we have in reserve.

Motion Lost.

Moderator appointed the following tellers: Clyde Horne, Paul Sweeney, Mrs. Theodosia Lester, William Holway, Thomas Wetherbee and Albert Foster.

Voted: To transfer the sum of \$15,000.00, to be expended by the Town Building Committee for the purpose of hiring an architect; Said sum to be provided by transfer from the School Department Instruction account to the Building Committee account; Said architect to be hired for the purpose of making

architectural working drawings for a contemplated twenty (20) room elementary school to be located off Arlington Street on land owned by the Town.

Hand Vote. Total—200. Yes—170. No—30.

Voted: To adjourn at 9:17 P.M.

A true copy. Attest;

CHARLES M. MACRAE,
Town Clerk

ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING

December 17, 1962

ARTICLE 1

BETTERMENT ACT

Voted unanimously: To accept the provisions of Chapter 80 (Betterment Act) of the General Laws (Tercentenary Edition) in its entirety with all amendments thereto to date, a copy of which is on file in the Town Hall.

ARTICLE 2

STABILIZATION

Voted: To transfer from Surplus Revenue the sum of \$63,500.00, for the Stabilization Fund.

ARTICLE 3

Voted: To pass over the Article.

ARTICLE 4

TANK AND PUMP

Voted: To appropriate the sum of \$250.00 from the Machinery Fund for the purchasing and installation of a 2000 gallon tank and pump for the Highway Department.

ARTICLE 5

SAND SPREADER

Voted: To appropriate the sum of \$1800.00 from the Machinery Fund for the purchase of a Sand Spreader and authorize the Board of Selectmen to sell, trade-in or otherwise dispose of an old one.

ARTICLE 6

POLICE

Voted: To transfer the sum of \$500.00 from the \$2500.00 appropriated under Article 34 of the 1962 Annual Town Meeting to the Salaries and Wages Account of the Police Department.

ARTICLE 7

M. P. MOORE GIFT

Voted unanimously: To accept, with the gratitude of the Town, the gift under the will of the late Mildred Pope Moore of \$2000.00, "the income to be used for the purchase of books for the Wilde Memorial Library."

ARTICLE 8

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Whittier Drive, 1,701.62 feet from Hosmer Street

Bromfield Road, 566.82 feet from Whittier Drive including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 9

Voted: To accept, subject to installation of Fire Alarm Box, the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Paul Revere Road, 1,859.14 feet from Betsy Ross Circle

Ethan Allen Drive, 499.45 feet from Paul Revere Road including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 10

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Agawam Road, 1,151.57 feet from previously accepted to Elm Street

Quaboag Road, 758.10 feet from previously accepted to Agawam Road including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 11

Voted: To pass over the Article.

ARTICLE 12

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Doris Road, 495.96 feet from Beverly Road

Francine Road, 890.85 feet from Doris Road
including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 13

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Birch Ridge Road, 303.28 feet from Arlington Street

Cherry Ridge Road, 789.75 feet from Birch Ridge Road
including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 14

Voted: To pass over the Article.

ARTICLE 15

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Duggan Road, 1,726.87 feet from previously accepted to Willow Street

Olde Lantern Road, 300.00 feet from westerly side line

Duggan Road, West
including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

ARTICLE 16

Voted: To pass over the Article.

ARTICLE 17

Voted: To transfer from item 85 of 1962 Budget the sum of \$2,250.00 to the Fire Department, Salaries and Wages Account.

ARTICLE 18

Voted: To transfer from Highway Machinery Fund, the sum of \$500.00 to the Highway Machinery Maintenance Account.

ARTICLE 19

Voted: To transfer from item 85 of 1962 Budget, the sum of \$500.00 to the Elections and Registrations, Salaries and Wages Account.

ARTICLE 20

Motion: To amend the Building By-Laws of the Town of Acton by inserting the following:

SECTION 4, Subsection B

- B. Applications for permits for construction of new buildings, and for external additions to existing buildings must be accompanied by a Plot Plan as described below.

For any other applications covering the repair, alteration, remodeling, and conversion of existing structures, the Building Inspector can require that it be accompanied by a Plot Plan if, in his opinion, such a Plot Plan is necessary.

Such a Plot Plan must be prepared and signed by a registered Massachusetts Land Surveyor or Civil Engineer, showing the actual dimensions of the lot to be built upon, the streets upon which it abuts, the locations of street lines and property lines and of easements within the lot or abutting thereon, the dimensions and locations of all buildings and structures then upon the lot and the dimensions and locations of all buildings or structures proposed to be constructed, altered or repaired, with off-set distances from all street and property lines and from existing buildings and structures on the lot. The Building Inspector may require such additional information as he may deem necessary for the enforcement of this By-Law, the Zoning By-Law, the sub-division control law and other applicable laws, by-laws, rules and regulations.

SECTION 4, Subsection C:

- C. For any construction approved hereafter, the applicant must file with the Building Inspector a Survey Record on forms supplied by the Building Inspector at the time when the foundation forms have been placed, but before the concrete is poured, or in the case of stone or block foundation walls, after the first course of such foundation wall has been laid. Such Survey Record shall be accompanied by an affidavit of the Registered Surveyor or Civil Engineer, that the lot corners, lot lines, dimensions, off-sets, and locations of easements, buildings, structures, sewerage works, leaching fields, wells, existing and proposed streets, are correct as shown on the Survey Record and comply with the applicable provisions of the Zoning By-Law and of this By-Law. No work shall be carried beyond this point unless written approval has been obtained from the Building Inspector. All Survey Records shall be kept on file with the Building Inspector and will be made available to all property owners for the purpose of determining the location of buried installations.

Voted: To amend Section 4 Subsection C of motion by striking out in line 3 "foundation forms" and insert "footings or foundations".

Voted: To pass over motion as amended.

ARTICLE 21

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by adding to Section II the following subsection F:

F. MUNICIPAL, EDUCATIONAL, RELIGIOUS, HISTORICAL OR CONSERVATION USES.

Nothing in this By-Law shall prohibit the development of any land in any district for municipal, educational, religious, historical or conservation use. Such use shall not be exempt from the general or specific regulations of this By-Law other than the Use Regulations.

ARTICLE 22

Motion: To amend the Protective Zoning By-Law of the Town of Acton by adding to Section II the following subsection:

G. PERFORMANCE STANDARDS

No land or building shall be used or occupied in any manner as to create any dangerous, injurious, noxious or otherwise objectionable fire, explosion, radioactive or other hazard; noise or vibration; smoke, dust, odor or other form of air pollution; electrical or other disturbance; glare, liquid or solid refuse or wastes.

Moderator appointed the followin tellers: William L. Kingman, Harold W. Flood, Stephen E. Lord, Theo. C. Lester, Sarah M. Hinckley, Lawrence P. Wilder.

Hand vote. Total—191. Yes—120 No—71

Needed to carry—128.

Motion lost.

ARTICLE 23

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by adding to Section II the following subsection H:

H. ACCESSORY BUILDINGS

No accessory building or structure shall be located within the required front yard area nor within ten (10) feet of any lot line.

ARTICLE 24

Voted unanimously: To amend the Protective Zoning By-Law of the Town by deleting subsection A of Section III and inserting in place thereof the following new subsection:

A. TYPES OF DISTRICTS

For the purposes of this By-Law the Town of Acton is hereby divided into the following types and classes of Districts. Reference in the text shall be to the symbol in the right hand column indicated below.

1. RESIDENTIAL DISTRICTS

- | | |
|--------------------------------------|-----|
| a. Residence 1 (min. 40,000 sq. ft.) | R-1 |
| b. Residence 2 (Min. 20,000 sq. ft.) | R-2 |

2. BUSINESS DISTRICTS

- | | |
|---------------------|-----|
| a. General Business | B-1 |
|---------------------|-----|

3. INDUSTRIAL DISTRICTS

- | | |
|-----------------------|-----|
| a. General Industrial | I-1 |
|-----------------------|-----|

ARTICLE 25

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Section IV, subsections A. B. and C. and inserting in place thereof, the following Section IV:

IV. USE REGULATIONS

A. General Requirements

1. In Residential, Business and Industrial Districts no building or structure shall be erected or used and no premises shall be used except as set forth in sub-paragraphs B. C. and D. of use regulations herein.
2. Permitted uses and uses allowed under special permit by the Board of Appeals, as provided in Section VI, shall be in conformity with the provisions of Section II and V of this By-Law.
3. Residential and Business uses existing in Industrial Districts prior to Decembr 17, 1962 shall be considered non-conforming, but shall be permitted the same respective privileges as permitted in Section III A1 or Section III A2.

B. Residential and Agricultural Districts

1. In a Residential and Agricultural District a building or premise may be erected, altered, or used for the following purposes:
 - a. A dwelling for one family including garaging for not more than four private motor vehicles.
 - b. Renting of not more than four rooms and furnishing of board by a resident family to not more than four nontransient persons.
 - c. Professional office or studio of a resident physician, dentist, attorney, architect, engineer or other members of a recognized profession; or a customary home occupation, such as worker in handicraft, music teacher, or a person of a similar vocation employing not more than two permanent employees.
 - d. Agricultural uses including general farming, orchard nursery, greenhouse or livestock, except the raising of swine or fur animals for commercial use, and the garaging of farm equipment which is principally used on the premises. Salesrooms or stand for the display or sale of agricultural or horticultural products, the major protion of which is grown or produced on the premises.
2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
 - a. Alteration and conversion of a single family dwelling existing prior to December 17, 1962 to accomodate two families.
 - b. Tourist home, but not including an overnight cabin, motel or hotel.
 - c. Nursery school or other use for the day care of children or a private organized camp.

- d. Hospital, sanitorium, nursing, rest or convalescent home, charitable institution or other non-correctional institutional use.
- e. Non-profit country tennis or golf club, lodge building or other social, civic or recreational use.
- f. Business or professional office or agency, bank, or other financial institution; office of a resident Real Estate Broker, Insurance Broker and hairdresser.
- g. Commercial greenhouse.
- h. Animal or veterinary hospital and kennels.
- i. Stone quarry, sand or gravel pit.

3. All other uses are not permitted.

C. Business District

- 1. The following uses are permitted in a business District.
 - a. All uses permitted on sub-paragraph B1 of this Section.
 - b. Multiple family dwellings or apartments.
 - c. Tourist home, hotel, motel or overnight cabins.
 - d. Nursery school or other use for the day care of children or a privately organized camp.
 - e. Undertaking establishment or funeral home.
 - f. Retail stores and associated warehouses.
 - g. Business or professional office or agency, bank, or other financial institution.
 - h. Commercial greenhouse.
 - i. Filling or service station; repair garage for motor vehicles; autobody, soldering or welding shop; and salesroom for motor vehicles, trailers, boats, farm implements or machinery.
 - j. Restaurant or other place serving food or beverages.
 - k. Wholesale office or showroom with enclosed storage.
 - l. Indoor amusement or recreation place.
 - m. Manufacturing on the premises of products, a major portion of which is to be sold on the premises at retail to the ultimate consumer thereof.
- 2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
 - a. All uses permitted in sub-paragraph B2 a, d, e, and h of this section.
 - b. Drive-in or open air business.
 - c. Public or commercial outdoor amusement but not including outdoor movie theatre.
- 3. All other uses are not permitted.

D. Industrial District

- 1. The following uses are permitted in the Industrial District.
 - a. Agricultural uses as permitted in sub-paragraph B 1 d of this Section.

- b. General Industrial uses including manufacturing, processing or other industrial operations.
 - c. Sawmill.
 - d. Light manufacturing uses when the processes involved entail only the fabrication, assembly, finishing work or packaging.
 - e. Warehouses (except retail) and open storage, such as lumber yards, stone, brick, gravel, cement and other bulky merchandise contractors yard and the like uses.
 - f. Manufacturing on the premises of products a portion of which may be sold on the premises at retail to the ultimate consumer.
2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
- a. Non-profit country tennis or golf club, lodge building or other social, civic or recreational use.
 - b. Commercial greenhouse.
 - c. Filling or service station, repair garage for motor vehicles, auto body, soldering or welding shop, sales room for motor vehicles, trailers, boats, farm implements or machinery.
 - d. Private restaurant or other place serving food or beverages.
 - e. Wholesale office or showroom with enclosed storage.
 - f. Public or commercial outdoor amusement but not including outdoor movie theatre.
 - g. Animal or veterinary hospital and kennels.
 - h. Motor freight or other transportation terminals; yards for servicing of trucks or trailers.
 - i. Stone quarry, sand or gravel pit.
3. All other uses not permitted.

ARTICLE 26

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Section V, subsections A, B, and C and inserting in place thereof the following new Section V.

V. INTENSITY REGULATIONS

A. General Requirements

1. Applicability

In the several districts set out in Section III A of this By-Law no development or redevelopment of any land, building or structure shall be permitted except in accordance with the accompanying "Intensity Regulations Schedule" and in accordance with the several additional requirements of this Section.

2. Setback

No building or other structure shall be erected nearer than

30 feet to the sideline of the street, except that where two or more adjacent buildings have established a setback line less than permitted above, the Board of Appeals may permit a new structure to be erected in conformity with the line so established.

3. Projections

Nothing herein shall prevent the projection of cornices or eaves not exceeding twenty four (24) inches in width or of steps or sills into any required yard.

4. Dwellings

In any district no more than one building for residential use shall be built on a single lot.

5. Use of Required Yards

Required front yards are to be free of all structures, parking areas and other uses, not including essential access drives, except by permission of the Board of Appeals with recommendation of the Planning Board.

6. Parking Area

A parking area off the public ways must be provided for all automobiles used by persons employed in or about the premises.

7. Off-Street Loading Facilities.

Off-Street Loading Facilities must be provided and be of sufficient area to keep the public way clear.

B. INTENSITY REGULATION SCHEDULE DISTRICT AND USES

		Minimum Lot Dimensions			Minimum Yard Dimensions			Both		Maximum Heights of Buildings (*)	
		Lot Area (Sq. Ft.)	Frontage or Width at Setback	Depth	Front Yard	Side Yard	Back Yard	Side Yards	Back Yard	Stories	Feet
R-1	All Residential and Agricultural Uses	40,000	200	150	45	30	45	90	45	2½	35
	All other uses	40,000	200	150	45	30	45	90	45	2½	35
R-2	All Residential and Agricultural Uses	20,000	150	100	30	20	30	60	30	2½	35
	All other uses	20,000	150	100	30	20	30	60	30	2½	35
B-1	All uses allowed in R-2 subject to regulations in R-2 two to four family residence and conversions	10,000 per D. U.	100	100	30	20	30	40	30	2½	35
	Multi family uses	60,000	200	200	45	30	45	90	45	3	40
		3,500 per D. U.									
I-1	All permitted uses	40,000	100	150	45	20	45	60	45		85

(*) Vertical Distance to ridge or highest point of roof from normal ground level.

C. Modifications and Exceptions

1. Party Walls

In General Business Districts only, the required side/yards shall not apply to non residential buildings having a party wall on a side lot line.

2. Open Space

Within or in addition to the required yards for all multi-family uses there shall be provided usable open space of at least 500 sq. ft. per dwelling unit with one or less bedrooms and 1,000 sq. ft. per dwelling unit with two or more bedrooms. Such space shall not include parking space or laundry drying areas but shall be designed for active and passive recreation.

ARTICLE 27

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Subsections A and B of Section VI and inserting in place thereof the following new Subsections:

A. Enforcement

1. Enforcement

This By-Law shall be enforced by the Board of Selectmen or their agent in the manner provided for by the General Laws and the By-Laws of the Town. Any person aggrieved by any decision hereunder may appeal to the Board of Appeals.

2. Building Permit

In any district, a Building permit shall not be issued until such proposed action shall comply in all respects with the provisions of this By-Law or with a decision rendered by the Board of Appeals.

Any application for a Building permit shall be accompanied by a plan, accurately drawn, showing the actual shape and dimensions of the lot to be developed, the location and size of all existing structures on the lot, the location of all proposed improvements, together with the lines within which all buildings or structures are to be erected, the existing or intended use of each improvement and such further information as may be necessary to provide for the execution and enforcement of this By-Law. A record of all applications, plans and permits and actions taken thereon shall be kept on file by the Town Clerk.

3. Certificate of Occupancy

A certificate of occupancy as required by the Acton Building Code shall be conditional on the adequacy of parking space and such other facilities as may be required by this By-Law or a decision of the Board of Appeals, and shall lapse if and when such areas and facilities are used for other purposes.

4. Conformance to Performance Standards

Any alleged violator shall be investigated. The Board of Selectmen, if there appears to be reasonable grounds, may employ qualified experts to determine such violation. If, after a public hearing, violation is found to have occurred or does exist, the violator shall pay such costs in addition to any fines.

5. Fines

The penalty for violation of this by-law shall be \$20.00 each offense, as provided in Chapter 40, Section 21 of the General Laws as amended, of the Commonwealth of Massachusetts.

B. Board of Appeals

1. In accordance with the provisions of Chapter 40A of the General Laws, a Board of Appeals consisting of three (3) members shall be appointed by the Selectmen for terms of such length and so arranged that the term of one member shall expire each year. Two associates shall be appointed in like manner. No member of the Board of Appeals shall act in any matter in which he is personally interested, in such event an associate shall act.

2. Such board shall have all the powers set forth in Chapter 40A of the General Laws together with the powers and authority set forth in this By-Law and shall be governed by the systems and procedures as established by Chapter 40A of the General Laws as amended.

3. The Board of Appeals shall have the following powers and duties and in no way conflicting with the above regulations:

- To hear and decide appeals where it is alleged that there is an error in the enforcement of this By-Law.
- To hear and decide applications for special permits for exceptions as required by this By-Law.

A special permit is a permit to use property for the purpose specified and shall not waive, vary or relax any other provision of this By-Law applicable thereto. In acting upon special permits the Board shall consider the general intent of the Comprehensive Town Plan and may accordingly impose such conditions and safeguards as are deemed necessary. To authorize upon appeal or petition with respect to a particular parcel of land a variance from the terms of this By-Law. Such variance shall be granted only for reasons of practical difficulty and substantial hardship to the appellant and only where the Board finds that:

- there are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building but not affecting generally the zoning district in which it is located and application of the standards of this By-Law would deprive the applicant of a reasonable use of the property and
- the specific variances as granted by the Board is the minimum variance that will grant a reasonable relief to the owner; and

3. the granting of the variance will be in harmony with the purpose and intent of this By-Law. In approving a variance the Board may attach such conditions and safeguards as are deemed necessary to protect the neighborhood in addition to the applicable requirements of this By-Law.

ARTICLE 28

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by rezoning from Residential and Agricultural to Residential R-1, the area as shown on the accompanying Proposed Zoning Map A, and described as follows:

All the land bounded as follows:

On the west by Route 2, on the north by the Acton-Littleton Town Line, on the east by Great Road (Route 2A) and N. Y., N. H. & Hartford R. R. Co., on the south by Brook Street and a straight line crossing Main Street (Route 27) at the intersection of Brook Street and Main Street at right angles to Main Street, to an unnamed brook, thence following said brook to a confluence near Newtown Road with another unnamed brook, thence following the westerly branch of the two brooks to Newtown Road, thence by Newtown Road to the intersection of Hammond Street, thence by a projection of Hammond Street, in a westerly direction and finally by a line southerly and parallel with Arlington Street to Route 2, with the exception of all the presently existing business and industrial districts contained therein.

ARTICLE 29

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by rezoning from Residential and Agricultural to Residential R-1 the area on the accompanying Proposal Zoning Map B, and described as follows:

All the land bounded as follows:

On the east by the presently existing boundary line of the Industrial area, on the north by the B. & M. R. R. Co., on the west by an unnamed brook and on the south by the Acton Maynard Town line.

ARTICLE 30

Voted Unanimously: To amend the Protective Zoning By-Law of the Town of Acton by rezoning from Residential and Agricultural to Residential R-1 the area on the accompanying Proposal Zoning Map C, and described as follows:

All the land bounded on the west by Great Road (Route 2A),

on the northwest by Nashoba Brook and by a parallel line 300' east of the centerline of Carlisle Road, on the east by the Acton Carlisle Town Line, and the Acton Concord Town Line, with the exception of the presently existing business district, 500' in width, running parallel with the easterly side line of Great Route (Route 2A) and not including Azalea Park Subdivision.

A true copy. Attest:

CHARLES M. MACRAE
Town Clerk

SECTION C

REPORT OF ACTON SCHOOL DEPARTMENT AND
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

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**REPORT OF ACTON SCHOOL DEPARTMENT
AND
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**

ORGANIZATION

Acton School Committee

Edwin W. Richter, <i>Chairman</i>	Term Expires 1964
Lloyd E. Williamson, <i>Secretary</i>	Term Expires 1964
Elizabeth H. Boardman	Term Expires 1963
Parker Harrison, Jr.	Term Expires 1965
Edmond J. McNiff	Term Expires 1963
James W. Myers	Term Expires 1965

Acton-Boxborough Regional District School Committee

Edmond J. McNiff, <i>Chairman</i>	Term Expires 1963
Elizabeth H. Boardman, <i>Vice Chairman</i>	Term Expires 1963
Leonard E. Ceglowski	Term Expires 1964
Parker Harrison, Jr.	Term Expires 1965
Joseph H. Hartshorn	Term Expires 1965
James W. Meyers	Term Expires 1965
Edwin W. Richter	Term Expires 1964
Margaret A. Shea	Term Expires 1963
Lloyd E. Williamson	Term Expires 1964

Meetings of the School Committees

The Acton School Committee holds regular meetings on the first and third Mondays of each month and the Regional School Committee meets on the second and fourth Mondays. Both groups convene at the Acton-Boxborough Regional High School at 7:30 P.M.

Tel.

Superintendent of Schools, William L. O'Connell3-5737

Principals:

Julia L. McCarthy-Marion L. Towne Schools	
Alice F. Hayes	3-4982
Florence A. Merriam School	
Carolyn T. Douglas	3-4181
Acton-Boxborough Regional High School....	
Raymond J. Grey	3-7738
Vice-Principal, Acton-Boxborough Regional High School	
Arthur J. Hayes	3-7738

Director of Guidance, Ruth R. Proctor	3-7738
School Physician, Paul P. Gates, M.D.	3-5671
School Nurse, Dorothy Olson	3-7738
Director of Cafeterias, Anne H. Rimbach	3-7977
Director of Transportation, Salvatore Lipomi	3-4181
Attendance Officer, David W. Scribner	3-5221
Secretaries:	
Priscilla Felt, Superintendent's Office	3-5737
Dorothy Hansen, Julia L. McCarthy-Marion L. Towne Schools	3-4982
Molly Johnston, Health Office	3-7738
Jane Lewis, High School Principal's Office	3-7738
Clarke Lindfors, High School Principal's Office	3-7738
Mary Ott, Florence A. Merriam School	3-4181
Phyllis Sutherland, Guidance Office	3-7738

Cafeteria Staffs:

Julia L. McCarthy-Marion L. Towne Schools: Martha Lowden, *Manager*; Edith Dale, Dorothy Decker, Laura Fullonton, Martha Jean-son, Constance McFarland and LeVerla Sawyer.

Florence A. Merriam School: Helen Worrall, *Manager*; Sophia Kehoe, Meredith Lambert, Frances Sindoris, Mary Tuttle and Mary Zimmer.

Acton-Boxborough Regional High School: Meimi Fullonton, *Manager*; Margaret Brennan, Eva Campbell, Emmie Corkum, Anna D'Italia, Louise Garceau, Shirley Goodman, Evelyn Hill, Norma New-sham, Marion Osterhoudt and Christine Scribner.

Custodians:

Julia L. McCarthy-Marion L. Towne Schools: John Conquest and Peter Smoltees.

Florence A. Merriam School: Robert Graham and Paul Rich-ardson.

Acton-Boxborough Regional High School: Emery Nelson, Head Custodian, All Schools: Milan Fenjac, Timothy Hennessey, Peter Ryan and Russell Wolfe.

SCHOOL CALENDAR 1963-64

- Reopening of all Schools, January 2, 1963
- Winter Recess, February 18 - 22
- Spring Recess, April 15 - 19
- Memorial Day, May 30
- Graduation, June 7
- Close of all Schools, June 19
- Summer Recess

Teachers' Meeting, September 3
Reopening of All Schools, September 4
Teachers' Convention, October 25
Veterans' Day, November 11
Thanksgiving Recess, Noon, November 27 - 28 - 29
Christmas Holidays, December 20 - January 1, 1964
Reopening of all Schools, January 2, 1964
Winter Recess, February 17 - 21, 1964
Spring Recess, April 20 - 24
Graduation, June 12
Close of all Schools, June 19

NO SCHOOL SIGNAL

1-1-1-1 7:14 A.M. No School Acton Public Schools, Grade 1-6
2-2-2-2 7:00 A.M. No School All Schools All Day

REPORT OF THE SUPERINTENDENT OF SCHOOLS

TO THE SCHOOL COMMITTEE AND CITIZENS OF ACTON:

Herewith is present my annual report as Superintendent of Schools for Acton and the Acton-Boxborough Regional School District.

The two most important problems facing American Public Schools are one, construction of needed classroom space, and two, finding the very best qualified teachers to instruct the children of this country. Acton, like any other growing community, is faced with these two major challenges.

HOUSING

Regional School

In January 1962 the fifteen room addition to the Regional High School was opened for occupancy. It accomodates 350 pupils bringing the capacity of the Regional High School to 1000 students. The original building opened its doors in September 1957 with a capacity of 650 pupils. At the start of the school year in September a total of 915 boys and girls were enrolled in Grade 7 through 12, or 85 pupils less than the capacity of the present building. In September 1963 it is expected that the enrollment will be 1050 pupils, or 50 pupils above capacity. The following is a breakdown of Regional High School enrollment:

<i>Year</i>	<i>Enrollment</i>	<i>Above Capacity of Building</i>
1963	1050	50
1964	1152	152
1965	1263	263
1966	1378	378
1967	1529	529

The Regional School Committee has purchased a parcel of land on Charter Road beyond the high school for the building and construction of a Regional Junior High School. From the figures above, it is apparent that plans for the start of this school should be formulated very soon. The building will be needed by the very latest in September 1966.

Local Schools

The four room addition to the Julia L. McCarthy School was opened in September 1962. This completed the twelve room primary school that was originally built as an eight room school in 1952, with the four rooms to be added at a later date. Actually, this building replaces the three disbanded district schools in West, South and Acton Center. These three village schools had a total of 11 classrooms.

Land has been purchased (the Anunal Town Meeting in March 1962) on Arlington Street beyond Route 2 for the construction and equipping of a 20 room elementary school. Plans were presented to the town at a Special Town Meeting held on Monday, January 21, 1963. A breakdown of the local school enrollment indicates the real need for this school by September 1964. Presently we have 45 classrooms available in the elementary schools.

<i>Year</i>	<i>Enrollment</i>	<i>Rooms Nedeed</i>	<i>Over Capacity</i>
Jan. 1963	1500	50	5
Sept. 1963	1613	54	9
Sept. 1964	1700	57	11
Sept. 1965	1730	58	12
Sept. 1966	1760	59	13

STAFFING OUR SCHOOLS

Along with the housing, hiring and retaining the best of teachers is a problem facing all communities regardless of size. In the past two years we have hired over 60 teachers. Many were hired because of increased enrollment, but the majority because of replacement. The

high turnover of women teachers because of marriage, pregnancy or change in the husband's position is a constant problem. It is fortunate we have experienced principals and supervisors to train these new teachers and help them to adjust to our fine school system. Both our school committees, local and regional, have established salary schedules for our teachers comparable to the best school systems in the State. However, we have to live with the continued turnover of personnel. Our schools will continue to improve and be good only because of excellent teaching. To find these outstanding men and women is a continuing challenge to the Superintendent and School Committee. The School Committee has spent long hours in discussing ways and means to continue to improve our schools. The major achievements printed each year in the town report is an indication of this. Their main effort has been to prepare the boys and girls in our schools for the ever challenging world of tomorrow.

Below is a comparative tax rate table for Acton and surrounding towns showing the proportion each town expends on its schools.

	1962 Tax Rate		
	<i>Total</i>	<i>School</i>	<i>Percent</i>
Acton	\$ 82.00	\$49.12	60%
Bedford	59.00	36.10	61%
Burlington	69.00	42.70	62%
Concord	99.00	58.10	59%
Littleton	99.00	70.00	71%
Sudbury	92.50	65.80	71%
Wayland	92.00	57.95	63%
Westwood	73.50	40.46	56%
Weston	62.00	42.23	68%
Lincoln	103.00	61.36	60%
Lynnfield	61.00	39.00	64%

Conclusion

I personally think the Acton Public Schools and the Acton-Boxborough Regional High School have made tremendous progress in the past years, and it has been only through support, understanding, cooperation, and loyalty of the School Committee that this has been accomplished. I should like to express my gratitude to all the school personnel: our principals, teachers supervisors, secretaries, custodians and especially the various town committees who have worked very closely with our school committee for the continued improvement of our schools.

Respectfully submitted
 WILLIAM L. O'CONNELL
Superintendent of Schools

ACTON PUBLIC SCHOOLS

Proposed Budget for 1963

January 1 - December 31, 1963

Instruction

Present Staff Salaries	\$363,568.00	
Additional Staff Needed (6)	12,000.00	
Substitutes	6,000.00	
Conferences	300.00	
Textbooks	10,132.00	
Supplies	7,610.00	
Related Insurance	4,327.00	
Miscellaneous	1,000.00	

TOTAL INSTRUCTION		\$404,937.00

Plant Operation and Maintenance

Salaries	19,500.00	
Supplies	3,000.00	
Fuel	6,500.00	
Water	475.00	
Gas	1,250.00	
Electricity	7,500.00	
Telephones	600.00	
Maintenance Equipment	3,100.00	
Related Insurance	430.00	
Miscellaneous	1,000.00	

TOTAL PLANT OPERATION AND MAINTENANCE		\$ 43,355.00

Transportation

Pupil Transportation	45,198.00	
Field Trips	750.00	
Contingencies	1,200.00	

TOTAL TRANSPORTATION		\$ 47,148.00

Non-Instructional Services

Libraries	1,200.00
School Nurse	2,450.00

School Physician	400.00	
Ear and Eye Tests	400.00	
Health Supplies	150.00	
Miscellaneous	300.00	

TOTAL		
NON-INSTRUCTIONAL		\$ 4,900.00

Administration

Salaries	9,650.00	
Conference Attendance	150.00	
Expendable Supplies	250.00	
Printing and Advertising	50.00	
Magazines, Books, Dues	150.00	
School Census	150.00	
Miscellaneous	650.00	

TOTAL ADMINISTRATION		\$ 11,050.00

Capital Outlay

Music - Instruments and Equipment	290.00	
Desk Tops	700.00	
Health - Combination Cabinet	63.00	
Miscellaneous	500.00	

TOTAL CAPITAL OUTLAY		\$ 1,553.00

Contingency Fund

Contingency Fund		\$ 1,000.00
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SUMMARY

Instruction	\$404,937.00
Plant Operation and Maintenance	43,355.00
Transportation	47,148.00
Non-Instructional Services.....	4,900.00
Administration	11,050.00
Capital Outlay	1,553.00
Contingency Fund	1,000.00

	\$513,943.00

SCHOOL FINANCES — 1962

Received — To the Credit of Schools

State Aid for Transportation	\$ 29,400.00
State Aid for Public Schools	93,935.14
Federal Aid	19,075.00
Education of Handicapped	4,592.35
Tuition	990.85
Miscellaneous	74.50

\$148,067.84

Appropriated, March, 1962:

Regional School District	\$364,764.66
Acton Public Schools	436,211.00

\$800,975.66

Total Amount Expended from Appropriations:

Regional School District	\$362,331.07
Acton Public Schools	418,302.84

\$780,633.91

Expended for Operation in 1962

	High	Elementary	Total
Instruction	\$264,211.86	\$309,492.26	\$573,704.12
Books and Supplies	17,718.36	21,428.55	39,146.91
Plant Operation	34,018.16	37,810.78	71,828.94
Plant Maintenance	2,232.70	3,500.00	5,732.70
Auxiliary Agencies	14,825.14	4,234.20	19,059.34
Transportation	29,888.02	34,679.04	64,567.06
General Control	10,579.13	9,905.67	20,484.80
Special Charges	5,362.56		5,362.56
Contingencies	323.18	930.46	1,253.64
	\$379,159.11	\$421,980.96	\$801,140.07

Gross cost per high
school pupil (842)\$ 450.31

Gross cost per elementary
school pupil (1469)\$ 287.25

Gross Cost per pupil (2311) .. \$ 346.66

Gross Cost of Operation
(as above)\$379,159.11 \$421,980.96 \$801,140.07

Less Receipts	61,404.70	86,663.14	148,067.84
	-----	-----	-----
Net Cost of Operation	\$317,754.41	\$335,317.82	\$653,072.23
Net cost per high school pupil (842)	\$ 377.38		
Net cost per elementary school pupil (1469)		\$ 228.26	
Net cost per pupil (2311)			\$ 282.59

1963 SCHOOL BUDGETS

Total appropriation recommended by Acton School Committee	\$513,943.00	
Net amount requested by Acton-Boxborough Regional District School Committee	438,748.67	
	-----	\$952,691.67
Estimate of State Aid		\$155,000.00

Amount to be raised by local taxation for support of schools		\$797,691.67

MAJOR ACHIEVEMENTS — 1962

Acton Public Schools

1. Opening of four room addition to Julia L. McCarthy School.
2. Naming of elementary school on Charter Road for Florence A. Merriam in appreciation of her devoted services to the Acton Public Schools for thirty-nine years.
3. Formation of fifth and sixth grade bands.
4. Continued study and revision of elementary school curriculum, started in September, 1960.
5. Hiring of the Architects Collaborative to design, equip and construct a twenty room elementary school.
6. Exchange of sixth grade teachers under the Fulbright Act. Miss Barbara Parker taught in Auckland, New Zealand, Mr. Robert Menzies of Auckland, New Zealand, assumed Miss Parker's position in Acton.
7. Revision of salary schedule by School Committee, making it one of the best in the State.

Acton-Boxborough Regional High School

1. Opening of fifteen room addition in January, 1962.
2. Fifth year of high school mathematics for honors group added to program of studies.
3. Appointment of Department Heads in History and Modern Foreign Languages; the Regional High School now has five Heads of Departments.
4. Formation of junior high school band and chorus.
5. French added to Grade 8 curriculum.
6. Revision of salary schedule by School Committee, making it one of the best in the State.
7. Awarding of A.B.R.H.S. Alumni Scholarship.
8. Charles Randriamasimanana of Tananarive, Madagascar became the first student to attend Acton-Boxborough Regional High School under the auspices of the Acton-Boxborough branch of the American Field Service.

MEMBERS OF THE ACTON FACULTY

Superintendent of Schools, WILLIAM L. O'CONNELL

Julia L. McCarthy — Marion L. Towne Schools

<i>Name</i>	<i>Professional Training</i>	<i>Degree</i>	<i>Grade or Position</i>
Alice Hayes	Fitchburg State College	BS	Principal
Mary Abraham	Lowell State College	BS	I
	Fitchburg State College	M. Ed.	I
Anne Bevan	Lesley College	BS	I
Patricia Davis	Lesley College	BS	I
Louise Harzigian	Lowell State College	BS	I
Tina Mintz	Jackson College	BS	I
Mary O'Brien	Lowell State College	BS	I
Norma Penchansky	Lesley College	BS	I
Ellen Sansone	Lesley College	BS	I
Carol Tolpa	Rhode Island College	BS	I
Judith Walker	Lesley College	BS	I
Elizabeth Witter	Smith College	AB	I
Margery Brown	University of Massachusetts	BA	II
Dorothy Bunker	Jackson College	AB	II
Helen DeCoste	Lesley College		II
Elizabeth Flint	Framingham State College	BS	II
Carla Heymsfeld	Brandeis University	BA	II
Nancy Lyons	Ohio University	BS	II
Louise Moriarty	Emanuel College	AB	II
Pauline O'Hara	Boston College	BS	II
Alice O'Hearn	Lowell State College	BS, M.Ed.	II
Madeline Viens	College of New Rochelle	AB	II
Margaret Barrett	Lowell State College	BS	III
Florence Betcher	Gordon College	BR Ed.	
	Boston University	M. Ed.	III
Shirley Brown	Lowell State College	BA	III
Carole Cochin	Boston University	BS	III
Jean Dawes	Middlebury College	AB	III

<i>Name</i>	<i>Professional Training</i>	<i>Degree</i>	<i>Grade or Position</i>
Mildred Kelly	Florence (S. C.) Teachers' College	BS	III
Anne Lockwood	Wellesley College	AB	III
Dorothy Tuller	Boston University	BS	III
Alexandra Wharton	Washington College	BA	
	Harvard University	Ed. M.	III

Florence A. Merriam School

Carolyn Douglas	Fitchburg State College	BS	Principal
Marie Dionne	Lowell State College	BS	IV
Barbara Jansson	University of Massachusetts	BA	IV
Madeleine Kingston	Fitchburg State College	BS	IV
Elizabeth McAleer	Rhode Island College	BS	IV
Caryl McCarthy	Boston University	BS	IV
Janice Morgan	Fitchburg State College	BS, M.Ed.	IV
Jennie Richards	Lowell State College	BS	IV
Arlene Shea	Salve Regina College	AB	IV
Marilyn Bernstein	Boston University	BA	V
Marilyn Blom	Colby College	AB	V
Dorothy Bonner	Middlebury College	AB	V
Ann Evans	Jackson College	AB	V
Mary Howell	Vassar College	AB	
	Harvard University	Ed. M	V
Nancy Joslin	Mount Holyoke College	AB	
	Boston University	M. Ed.	V
Mary Zabierek	College of New Rochelle	AB	V
Ruth Ahearn	Wellesley College	BA	VI
Donna Baranowski	Lowell State College	BS	VI
Louise Ewing	Boston State College	BS	VI
Mary McCarthy	Boston State College	BS	VI
James Palavras	Boston University	BA	VI
Barbara Parker	Boston University	BS, M.Ed.	VI

Special Fields

Morton Brenner	Boston University	BS, MS	Guidance
Virginia Callaway	Smith College	AB	French
	Middlebury College	MA	
George Doren	Yale University	BM, MM	Instrumental Music
Jeanne Haskell	Anna Maria College	BA	Vocal Music
Constantine Limberakis	Boston University	BM	Director of Music
Salvatore Lipomi	Lowell State College	BS	Opportunity Class
	Tufts College	M. Ed.	
Agnes Manning	Salem State College	BS	Remedial Reading
Katherine Matsen	Smith College	BA	Librarian
Dorothy Olson	Simmons College	BS	Nurse
Maurine Petersen	Okla. City U.	BS B. U., M.Ed.	Vocal Music
Janet Polomis	Rosemont College	BA	Speech
	Boston University	MA	Therapy

<i>Name</i>	<i>Professional Training</i>	<i>Degree</i>	<i>Grade or Position</i>
Ruth Proctor	Radcliffe College	AB	Director of
	Boston University	M. Ed.	Guidance
Nathalie Vanderpool	Abilene Christian College	BS	Physical Education
Alice Viano	University of New Hampshire	BA	Art

Acton-Boxborough Regional High School

District Superintendent, WILLIAM L. O'CONNELL

Raymond Grey	Tufts University	AB, MS	Principal
Arthur Hayes	University of Mississippi	BA	
	Stanford University	MA	Vice-
	Harvard University	AM	Principal
Ruth Proctor	Radcliffe College	AB	Director of
	Boston University	M. Ed.	Guidance
Stuart Adler	Cornell University	AB	
	Boston University	M. E.	English
Charles Battit	Boston University	BA	Science
Jeanne Berard	University of Connecticut	BS	Home Economics
Frank Blomberg	Springfield College	BS	Social
	University of Massachusetts	M. Ed.	Studies
John Bonin	Keene Teachers College	BS	Science
Gail Bonnett	Mills College	BA	English
Margaret Boornazian	Burdett College		Business
Frances Boyle	Framingham State College	BS	Home Economics
Daniel Boylen	Boston University	BS, M.Ed.	Physical Education
John Brennan	Harvard University	BA	Reading
	New York University	MA	
Morton Brenner	Boston University	BS, MS	Guidance
Elizabeth Campbell	Pembroke College	AB	
	Harvard University	M.Ed.	English
Mary Campbell	Immaculata College	AB	Social Studies
Joan Capitell	Boston University	BS, M.Ed.	Guidance
Deborah Cassidy	Wellesley College	AB	
	Harvard University	Ed.M.	English
Priscilla Claman	Radcliffe College	AB	
	Harvard University	AMT	French
James Dadoly	American International College	BA	
	Harvard University	M.Ed.	Science
Frances DeSilva	Waynesburg College	BA	French
Helen Detsch	Boston University	BS	English
George Doren	Yale University	BM, MM	Instrumental Music
Alan Foresman	Fitchburg State College	BS, M.Ed.	Social Studies

<i>Name</i>	<i>Professional Training</i>	<i>Degree</i>	<i>Grade or Position</i>
Joanne Garduno	Radcliffe College	AB	Librarian
Jeanne Haskell	Anna Maria College	BA	Vocal Music
Gladys Henrikson	Wellesley College	BA	Social Studies
Francis Holahan	Fitchburg State College	BS	Industrial Arts
Mary Hubbard	Boston University	BS	Art
Linda Jordan	Albion College	BA	English & Spanish
	University of Michigan	MA	
Mary Keefe	Emmanuel College	AB	
	University of Pennsylvania	MS, Ed.	Mathmatics
Mason King	Massachusetts Institute of Technology	BS	
	Harvard University	AMT	Science
Constantine Limberakis	Boston University	BM	Director of Music
Donald MacLeod	Boston University	AB	Science
Robert Mahoney	Lowell Technological Institute	BS	Mathmatics
Nathaniel Mann, III	Hamilton College	AB	Mathmatics
Robert Morris	Boston University	BA,MA	French
Dorothy Olson	Simmons College	BS	Nurse
Priscilla Page	Middlebury College	AB	English
Jacqueline Phaneuf	Lowell State College	BS	
	University of New Hampshire	MA	French
William Petkewich	Salem State College	BS	
	Boston University	M.Ed.	Guidance
Francis Pratt	Eastern Nazarene College	BS	Social Studies
	Harvard University	M.Ed.	
Charlotte Remaley	University of Alabama	BS, MA	Mathmatics
Isadore Stearns	University of Maine	BS	Physical Education
Ralph Stetson	Northeastern University		Industrial Arts
James Sullivan	Merrimack College	BA	Science
Antoinette Tesoniero	Middlebury College	BA	English
Frank Vana	Bates College	AB	Social Studies
Caroline Vattes	Massachusetts College of Art	BS	
	Columbia University	MA	Art
Henry Wall	Salem State College	BS	
	Boston University	M.Ed.	Business
Paul Walsh	Boston University	BS, M.Ed.	Science & Mathmatics
Nancy Werneth	Pembroke College	AB	
	Harvard University	MA	Latin
Janet Whitney	Simmons College	BS	English
Raymond Wooster	Eastern Nazarene College	BS	Mathmatics

REPORT OF THE HIGH SCHOOL PRINCIPAL

I am pleased to submit herewith my annual report as Principal of the Acton-Boxborough Regional High School.

In this report I should like to inform the citizens of Acton and Boxborough as to what is happening in the various departments of the school. We are classified as a comprehensive high school, thus we aim to provide enough variety to meet the needs of most of the pupils living in the area we serve.

The school library is becoming the heart of the institution both in location and in function. As the number of volumes increases, and as pupils become more familiar with its sources, and as teaching capitalizes more on its possibilities, the library is playing an invaluable part in the efficient operation of the school. Mrs. Joanne Garduno, the librarian, informs me that as of December 31, 1962, we had 3,645 volumes on our shelves. We subscribe to 57 magazines and newspapers.

English

The purpose of the English department is to teach every student to read, write, and speak his language with as high a degree of skill as he can attain during his high school years. To reach these goals a syllabus for each grade level has been developed in the past year by Mr. Stuart Adler, department head. Vocabulary books, and many supplementary literature texts have been added this year. Speech classes are held once per week for all members of the Sophomore Class to improve oral work. Each spring the English department sponsors a highly successful speech contest.

Social Studies

Mr. Francis Pratt, head of the history department, and the history teachers have been meeting to improve the offerings on the 7th and 8th grade level and they are scrutinizing the other courses to see how they can be improved. We initiated a new type of U.S. History course this year.

In this new offering we are utilizing a "problems approach." If this proves successful we shall offer it to all students in grade eleven. More and more outside reading is being used to supplement the various history texts.

Mathematics

The age in which we live demands a new and changing approach in mathematics. As a result we are including in our offering newer

and modern mathematics. We have the Yale SMSG algebra and geometry program. This year we initiated a new course called "Mathematics V" which makes it possible for some of our students who are mathematically inclined to have five years of mathematics. Many of the new concepts are being introduced in grades 7 and 8.

Languages

In this school we offer Latin, Spanish and French. The latter is offered in grade seven and eight with emphasis on the aural and oral aspects of the language. The language laboratory is being utilized and already we are beginning to see improvements in the oral aspects of the language. We are also adding to our supplementary reading material in this department.

Science

Mr. James Dadoly is head of this department and the members are meeting weekly to evaluate the new approaches in biology, chemistry and physics. They are also examining the possibility of adding advanced biology and chemistry courses in the senior year. In the last three years much needed equipment has been purchased and all textbooks have been brought up to date.

Business Education

The chief function of the business department is to provide those knowledges and skills which will insure vocational competence. To assure us of accomplishing our goals we have the following: Two years of typing, two years of bookkeeping, two years of stenography, one year of office practice and business law. We wish more students would take advantage of our excellent business department for there is a need for secretarial help in this area.

Home Economics

All our girls in grades seven and eight take this subject. So many girls are electing home economics in grades nine through twelve that we are now offering it as a major subject meeting five times per week and for those girls not able to elect it as a major we have a minor in home economics meeting three times per week. The program concentrates on teaching the art of cookery, sewing and general homemaking which includes personal, social and family relationships, as well as some of the social graces.

Art

This is another area where demand has made it necessary to add an additional teacher and more courses. We now offer Art I, II, III, IV, and arts and crafts. We are fortunate to have so many artistically inclined students and as one walks through the school we see their numerous works on display.

Industrial Arts

In this department we offer two periods per week to students in grades seven and eight. In grades seven we offer woodworking and in grade eight, metalwork. Boys in grade eight are also offered mechanical drawing. In the senior high we have Industrial Arts I, II, III and IV and mechanical drawing. We have been more than pleased at the number of boys who are electing industrial arts in grades nine through twelve. We are in the process of holding meetings to see what can be done to further improve the courses in this department.

Music

The success which this department has achieved speaks for itself. We now have a junior band and a senior band. The junior high glee club numbers 90 and the senior chorus has 120 members. All students in the junior high school take music and we are increasing our courses in senior high. We now offer:

Music Appreciation I	15
Music Appreciation II	16
Theory and Harmony	18
Chorus classes	90
Music of America	30
Junior Band	55
Senior Band	75

In the spring we shall be the host school for the Northeastern Music Festival on May 4, 1963.

Physical Education

Body building exercises are carried on throughout the year with fitness tests being administered during the year so that improvements may be chartered for each student. Full use is made of gymnastic equipment and a major part of the program is to prepare the youngsters with carry-over sports which they will enjoy as adults. All students must have two periods per week of physical education.

In closing, may I express to Mr. O'Connell, Superintendent of Schools, to the School Committee and to the Acton-Boxborough Regional High School Faculty sincere appreciation for the guidance, the cooperation and the loyalty I have received in my work as administrator of the high school during the past year.

RAYMOND J. GREY,

Principal.

Educational and Vocational Choices, Class of 1962

Total number of Students — 88.

66—75% — colleges or specialized schools.

15—17.05% — full-time employment

7—7.95% — armed services

Distribution — Schools and Colleges

Colleges and universities	35
Junior colleges	9
Business schools	7
Nursing schools	1
Private preparatory schools	3
Post-graduate, ABRHS	1
Technical and vocational schools	10
	<hr/>
	66

Schools and colleges entered:

Colleges and Universities — Boston University, Colorado State College, Elmira College, State College at Fitchburg, Keene Teachers College, Kéuka College, Lowell Technological Institute, Massachusetts College of Art, University of Massachusetts, McGill University, Mills College, Mississippi State, Mount Allison University, Mount Holyoke College, School of the Museum of Fine Arts, Northeastern University, University of Pennsylvania, Pratt Institute, Rensselaer Polytechnic Institute, University of Texas, Wheelock College, College of William and Mary, Worcester Polytechnic Institute.

Junior Colleges — Becker Junior College, Brevard College, Chamberlayne Junior College, Colby Junior College, Lasell Junior College, Newton Junior College, Westbrook Junior College.

Business Schools — Aquinas Secretarial School, Bay State Academy, Burdett College, Chandler School for Women, Katharine Gibbs School.

Nursing School — Tewksbury State Hospital School of Practical Nursing.

Private Preparatory Schools — Bridgeton Academy, Manter Hall School, Newman Preparatory School.

Technical and Vocational Schools — Boston Conservatory of Music, Cambridge School of Radio and TV, Mary Fazio School of Hair Design, Franklin Technical School, Mansfield Academy, Modern School of Fashion and Design, Stockbridge School of Agriculture, Vesper George School of Art.

REPORT OF THE SCHOOL PHYSICIAN

December 31, 1962

MR. WILLIAM O'CONNELL
Superintendent of Schools
Acton, Mass.

Dear Mr. O'Connell:

I herewith submit my annual report as school physician.

The regular school physical examinations were completed in November. Special examinations were done early in the year for those participating in athletics. Parents were informed of medical, dental, and orthopedic defects as encountered.

In conjunction with the Board of Health, clinics were held for Tuberculin Testing, Diphtheria, Tetanus immunization, and oral administration of Types I and II Sabin poliomyelitis vaccine.

I wish to thank you, the townspeople, teachers, school and town nurses for their cooperation.

Respectfully submitted,
PAUL P. GATES, M.D.

REPORT OF SCHOOL NURSE

January to December 1962 Inclusive

Physical examinations by Dr. Paul P. Gates, school physician, began on September 10 and included Junior and Senior High competitive sport candidates, all students in grades 4, 7 and 10 and students who have not had a physical examination within the past three years.

A total of 1,017 physical examinations, an increase of 137 physicals over 1961, was completed on November 2, 1962. Referrals were sent to parents on medical, orthopedic and dental defects.

Under the direction of Mrs. Janet Polomis, the speech therapy program began in September with an enrollment of 131 students of the Primary, Elementary and Junior High Schools.

Vision and hearing testing began on October 1st and has been completed except for new students. The numbers of children tested are:

Vision: 2432 students tested

425 students retested — Primary school	109
Elementary school	91
Regional school	225

Hearing: 2420 students tested

96 students retested — Primary school	56
Elementary school	27
Regional school	13

All parents were notified of the vision and hearing test failures by mail.

Mrs. McNiff and Mrs. Larsen are to be complimented on the fine work they did during the vision and hearing testing.

A total of 285 students in grades 1, 5 and 9 were given a diphtheria-tetanus toxoid booster shot during the three clinics in March.

In April, two Preschool Clinics were held and 90 children were given physical examinations by Dr. Paul P. Gates, school physician.

In May and June two doses of the Sabin polio vaccine were given to the first graders. In March, 1963 they will receive their third and final dose. During the year of 1963 all school children and personnel will receive the three doses of Sabin polio vaccine.

Mantoux testing for Tuberculosis, which was done on November 28 and December 5, included 373 students in grades 1, 4, 7 and 11; 6 student cafeteria workers, the foreign student and 2 school personnel. In grade 4, 7 and 11 only those students who entered the school system within the last three years were tested.

On March 27, 28 and 29 the State X-ray Unit was here in Acton and x-rayed a fairly good percentage of the school personnel.

Daily nursing visits to each of the three schools covered sickness, communicable disease check and accidents. During the past school year 57 student accidents were covered by school insurance:

Regional High School	51
Elementary School	3
Primary School	3

The carrying out of an effective health program in the schools is not a one-person job. In addition to those persons mentioned above, thanks should also be given to Mr. O'Connell, the principals and school personnel, Dr. Gates, Mrs. Hale, town nurse, the parents and students. Without their interest, assistance and cooperation a proper program of prophylaxis and treatment would have been impossible.

Respectfully submitted,
DOROTHY J. OLSON, R.N.
School Nurse

AGE and GRADE DISTRIBUTION TABLE (October 1, 1962)

PRE-SCHOOL Entering Class of	1968	1967	1966	1965	1964	1963														Total
	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19					
Pre-School	200	226	258	279	306	307														
Grade	28	228	16														272			
I	33	225	19	2														279		
II	21	205	26	3														255		
III	24	195	26														245			
IV	28	157	32	1														218		
V	22	142	29	1														194		
VI	1	1	2	1	1	1	1											6		
Opportunity Class																				
VII	1	37	127	22	2	1	1									1,469				
VIII	30	106	30	1												191				
IX	1	26	118	21	2	1										167				
X	29	111	15	4	1											169				
XI	41	91	8	3											160					
XII	21	54	6	4											143					

GRADUATION EXERCISES

June 8, 1962

Salutatorian	Donald A. Lee
Valedictorian	Martha M. Ferry
Scholarship Awards:	
Acton-Boxborough Regional High School Alumni Scholarship	
David Lee	Lowell Technological Institute
Blanchard Memorial Scholarships	
Judith Dill	University of Massachusetts
Claire Lyons	Elmira College
West Acton Woman's Club Scholarship	
Barbara Warren	State College at Fitchburg
Acton Center Woman's Club Scholarship	
Anita Davis	Katharine Gibbs
Acton Parent-Teacher's Association Scholarship	
Richard Nylander	College of William and Mary
Acton Rotary Club Scholarship	
Philip Foley	University of Massachusetts
Acton Firemen's Association Scholarship	
Judith Deane	Wheelock College
Richard Knight	Northeastern University
Acton Lions Club Scholarship	
George Dionne	Lowell Technological Institute
Carol Roach	University of Massachusetts
Acton Teachers' Association Scholarship	
Barbara Beddoe	McGill University
John A. Donelan Scholarship	
Janet Putnam	Katharine Gibbs
Edwards-Quimby Post No. 284 American Legion Medals	
Joan Hansen	
Richard Knight	
Harvard Club in Concord Book Prize	
Wayne Pasanen	
Rensselaer-Polytechnic Institute Medal	
Donald Lee	
Bausch and Lomb Medal	
Donald Lee	
Daughters of the American Revolution Award	
Joan Hansen	
Outstanding Senior of the Class of 1962	
Martha Ferry	
Award for Mathematics	
Donald Lee	
National Honor Society Members:	
Seniors:	Carol Baker, Barbara Beddoe, Anita Davis, Judith Dill, Martha Ferry, Linda Gibbs, Peter Gray, Margaret Hale, Joan Hansen, David Lee, Donna Loring, Claire Lyons, Robert Noonan, Richard Nylander, Nancy Peck, Janet Putnam, Carol Roach, Caroy Schene, Carolyn Stanley, Barbara Warren
Juniors:	Francis Albright, Richard Brennan, Kathryn Darling, Dana Dertinger, Judith Franzosa, Charles Hansen, Charles Horne, Margaret Moland, Wayne Pasanen, Anita Preston, Peter Schenck, Lynne Smith, Jane Standley, Lee Walker

CLASS OF 1962

Donald A. Andersen	William John Linney
Carol Elaine Anderson	Ellen Livermore
Thomas Joseph Argento, Jr.	Donna Louise Loring
Deborah Louise Avery	Claire Ann Lyons
Carol Jane Baker	Douglas E. Macherey
Barbara Lindsay Beddoe	Robin L. Massie
Brenda Ewing Bentsen	Jane Marie Mazzeo
Rachel Mary Brzezinski	Edward Knight McGill
Patricia Ann North Cataldo	Diane Theresa Miller
Alberta Irene Cook	William Evan McPhee
Mary Patricia Dacey	Marion Patricia Mulvany
Anita Davis	Ronald Kevin Morrissey
Judith Deane	Robert M. Noonan
Judith Lee Dill	Richard Conrad Nylander
George William Dionne	Donald F. O'Grady
Mary Sandra Dolan	Raymond Edwin O'Neal
Frederick Stuart Duggan	Stanley John Palaima, Jr.
Brenda Katherine Duren	Nancy Lee Peck
Van Hallowell Evans	Eric Alson Poor
Gladys Ruth Feltus	Linda Marion Priest
Martha Morton Ferry	Janet Putnam
Donna Louise Files	Sandra Ellen Rae
Philip N. Foley	Frederick James Ratta
Janet Jean French	Carol Owen Roach
Elizabeth Jane Fullonton	Gary Raymond St. Martin
Joseph Anthony Galluzzo	Carol Ann Schene
Linda Elaine Gibbs	Paul Arthur Shaw
Bonnie Gillmore	Deborah Roberts Smith
Brian Goodman	Winona R. Sockett
William Gothorpe	Donald John Soracco
Peter Gray, IV	Carolyn Marie Stanley
Richard Alan Gunzelmann	Deanne Joan Starr
Margaret Eugenia Hale	Thomas L. Stoffle
Gordon Arthur Hall	Linda Field Stowell
Joan Patricia Hansen	Safford Pershing Sweatt, II
Ruth Ann Harris	Marie Elizabeth Sweenie
Paul August Henneforth	Theodorus M. Tumelaire
Justine Marie Hollywood	Cheryl Anne Tyler
David George Huntley	Robin Blakeney Vinal
Linda Mae Johnson	Geraldine Berry Walsh
Richard Charles Knight	Barbara Lee Warren
Philip C. Laufman	Edward Broadbent Warren
David Atherton Lee	Diane Wetherbee
Donald Arthur Lee	Wendie Lund Whitcomb
David Robert Lightbody	Jeanne Carol Wilson

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**Proposed Budget for 1963****January 1 - December 31, 1963****Administration**

Salaries	\$ 10,650.00
Conference Attendance	150.00
Expendable Supplies	400.00
Printing and Advertising	30.00
Magazines, Books, Dues	50.00
School Census	150.00
Related Insurance	17.00
Related Blue Cross - Blue Shield	200.00
Miscellaneous	1,300.00

TOTAL GENERAL CONTROL	\$ 12,947.00
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Expenses of Instruction

Present Staff Salaries	\$339,364.00
Additional Staff (7)	13,350.00
Sabbatical Leave Substitute	2,000.00
Substitute Teachers	3,000.00
Conferences and Travel	600.00
Related Insurance	480.00
Related Blue Cross - Blue Shield	5,856.00
Miscellaneous	1,000.00

TOTAL SALARIES	\$365,650.00
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Textbooks

Art	\$ 100.00
Business	385.00
English	1,495.00
Guidance	150.00
Home Economics	125.00
Industrial Arts	100.00
Languages	1,295.00
Mathematics	719.00
Music	148.00
Orientation	100.00
Physical Education	75.00
Remedial Reading	150.00
Science	960.00
Social Studies	1,062.00
Miscellaneous	1,500.00

TOTAL TEXTBOOKS	\$ 8,364.00
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Instructional Supplies

Art	\$ 1,300.00
Audio-Visual Aids	300.00
Business	150.00
English	100.00
Guidance	1,125.00
Home Economics	1,800.00
Industrial Arts	1,400.00
Mathematics	41.00
Music	883.00
Physical Education	660.00
Science	800.00

TOTAL SUPPLIES (Specific)	\$ 8,559.00
Instructional Supplies (General)	\$ 3,500.00

TOTAL EXPENSES OF INSTRUCTION \$386,073.00

Operation of Plant

Salaries	\$ 16,220.00
Supplies	3,500.00
Fuel	8,000.00
Water	350.00
Gas	650.00
Electricity	6,400.00
Plowing	1,000.00
Telephones	1,500.00
Related Insurance	33.00
Related Blue Cross - Blue Shield	397.00
Miscellaneous	500.00

TOTAL OPERATION OF PLANT \$ 38,550.00

Maintenance of Plant

Instructional Equipment	\$ 1,200.00
General Maintenance Equipment	1,500.00
Replacements	800.00
Miscellaneous	300.00

TOTAL MAINTENANCE OF PLANT \$ 3,800.00

Non-Instructional Services

Library	\$ 4,000.00
School Nurse	2,450.00
School Physician	400.00
Ear and Eye Tests	200.00
Health Supplies	150.00
Middlesex County Retirement System Assessment	2,000.00
Insurance	4,100.00
Related Blue Cross - Blue Shield and Insurance	108.00
Miscellaneous	750.00

TOTAL AUXILIARY AGENCIES \$ 14,158.00

Outlay

Tablet Armchairs	\$ 600.00
Tote Trays	60.00
Freezer for Home Economics	220.00
Music — Instruments and Equipment	1,161.00
Miscellaneous	400.00

TOTAL OUTLAY \$ 2,441.00

Transportation

Pupil Transportation	\$ 36,704.00
Field Trips	500.00
Contingencies	1,926.00

TOTAL TRANSPORTATION \$ 39,130.00

Special Charges

70% Blanchard Auditorium 1962 Operating Expense \$ 6,370.00

Miscellaneous

..... \$ 1,000.00

RECAPITULATION

Administration	\$ 12,947.00
Expenses of Instruction	386,073.00
Operation of Plant	38,550.00
Maintenance of Plant	3,800.00
Non-Instructional Services	14,158.00
Outlay	2,441.00
Transportation	39,130.00
Special Charges	6,370.00
Miscellaneous	1,000.00

TOTAL MAINTENANCE & OPERATION \$504,469.00
 Capital Cost, Debt Service \$147,550.00
 Non-Classified, School Athletic Fund \$ 12,742.00

GRAND TOTAL \$664,761.00

Gross Operating Budget \$504,469.00
 Less (1) Bal. of 1962 Oper. Budget \$ 2,668.41
 (2) 1961-62 Transportation
 Reimbursement 24,714.00 27,382.41

\$477,086.59

Debt Service

Interest \$ 37,550.00
 Maturing Debt \$110,000.00
 Less: State Aid 65,400.00

\$ 44,600.00

Non-Classified

School Athletic Fund	\$ 12,742.00
	<u>\$571,978.59</u>

**Apportionment of the Charges to be Assessed
Against the Towns of Acton and Boxborough
Year 1963**

ACTON

*Operating Expenses. 91.8% of\$465,096.59**	\$426,958.67
Cost of Transportation	31,104.00
Less Reimbursement (61-62)	19,314.00
	<u>11,790.00</u>
Debt Service, 95% of \$82,150.00	78,042.50
Non-Classified, 91.8% of \$12,742.00	11,697.16
	<u>\$528,488.33</u>

BOXBOROUGH

*Operating Expenses. 8.2% of\$465,096.59**	\$ 38,137.92
Cost of Transportation	5,600.00
Less Reimbursement (61-62)	5,400.00
	<u>200.00</u>
Debt Service, 5% of \$82,150.00	4,107.50
Non-Classified, 8.2% of \$12,742.00	1,044.84
	<u>\$ 43,490.26</u>
	<u>\$571,978.59</u>

* Acton Student Enrollment 10/1/62	842
Boxborough Student Enrollment 10/1/62	75
	<u>917</u>

**Gross Operating Budget	\$504,469.00
Less \$2,668.41 (12/31/62 bal.)	-2,668.41
Less Combined Acton and Boxbo- rough Cost of Transportation (contract amounts)	-36,704.00
	<u>\$465,096.59</u>

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**Treasurer's Report****December 31, 1962**

Balance, December 31, 1961 \$233,945.01

Receipts, 1962:

Town of Acton	\$448,800.03
Town of Boxborough	38,760.18
State Aid for Construction	65,485.89
Federal Aid	31,421.71
Transportation Reimbursement	24,714.00
School Lunch	49,895.85
School Athletics	1,260.34
Federal Taxes	47,435.46
State Taxes	4,354.11
Teachers' Retirement	14,035.50
County Retirement	1,862.23
Teachers' Insurance	711.65
Blue Cross-Blue Shield	3,809.88
Group Life Insurance	426.36
United Fund	5.00
Tuition	200.00
Miscellaneous	939.40

Total Receipts \$734,117.59

Total \$968,062.60

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**Treasurer's Report****December 31, 1962****Disbursements, 1962****Maintenance and Operation:**

General Control	\$ 11,599.92
Expenses of Instruction	308,193.86
Operation of Plant	37,300.61
Maintenance	2,448.14
Auxiliary Agencies	16,255.64
Outlay	1,268.89
Transportation	35,753.16
Special Charges	5,880.00
Miscellaneous	354.37
School Lunch	48,140.64
School Athletics	4,455.63
Federal Taxes	47,435.46
State Taxes	4,312.36
Teachers' Retirement	14,035.50
County Retirement	1,862.23
Teachers' Insurance	711.65
Blue Cross-Blue Shield	3,809.88
Group Life Insurance	426.36
United Fund	5.00
Federal Aid	25,873.20
Land Acquisition	18,333.18
School Construction	135,757.31
Payment on Principal	110,000.00
Interest on Debt	40,745.00
<hr/>	
Total Disbursements	\$874,957.99
Balance, December 31, 1962	93,104.61
<hr/>	
	\$968,062.60

PRISCILLA FELT*Treasurer*

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REPORT OF THE ARCHIVES COMMITTEE

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

Archives Committee of the Town of Acton submits herewith its report for the year 1962.

The Committee has met several times during the year and, at the request of some Town Boards, as well as some of the citizens of the Town, have assisted in locating the needed information. The Committee members also assisted in the 19th of April celebration held in Acton this past year.

The Town Vault in the South Acton Fire Station is now in use and most of all the inactive documents and papers of the several boards have been transferred there. By the use of this vault for this purpose it has opened up a large space in the Town Hall Vault for the current material.

It is planned soon after the first of the year to have several volumes of records rebound, as well as to have microfilm work done this coming year.

Respectfully submitted,

FREDERICK S. KENNEDY
JOYCE H. WOODHEAD
WARREN F. BIRCH

REPORT OF THE BOARD OF APPEALS

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

The Acton Board of Appeals held eight hearings during the year 1962 on the following matters:

- A. Permits for earth removal.
Granted — 0; Denied — 1.
- B. Permits for Specific Uses.
Granted — 0; Denied — 1.
- C. Variances from the requirements of the Protective Zoning By-Law.
Granted — 3; Denied — 2.
- D. Appeals from decision of the Board of Selectmen.
Granted — 0; Denied — 0; Decision Pending — 1.

Respectfully submitted,

CRAIG E. LUNDBERG

WILLIAM C. SAWYER

HAYWARD S. HOUGHTON

REPORT OF THE ACTON BUILDING COMMITTEE

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

In the year 1962, the Acton Building Committee completed the four room addition to the Julia McCarthy School at a cost of approximately \$117,500. The Architects Collaborative were engaged to prepare preliminary plans for a new twenty room classroom school to be located on Arlington Street. The preliminary plans have been drawn and approved by the Committee and a special Town Meeting has been called for January 21, 1963 to appropriate funds for final plans. It is expected that this school will cost approximately \$1,111,000.

The Committee met during the year with the Library Trustees to discuss plans for a new library or an addition to the present one.

Preliminary plans have been discussed in connection with the location of a new Police Station and appropriate articles will be pre-

sented at the Annual Town Meeting in March, 1963. The Committee spent countless hours investigating all available sites between Acton Center and Kelley's Corner. In conjunction with the Planning Board, the Committee is recommending to the Town that a site one-half way between Route 2 and Coughlin Street, on Main Street, be purchased. The land is available and the owner is willing to sell one-half acre and give a like amount to make up an acre site for the Police Station.

The Committee wishes to thank the other Town Boards and the citizens of the Town for their cooperation during 1962.

Respectfully submitted,
LLOYD W. PRIEST, *Chairman*
WARREN W. WHEELER
KENNETH E. JEWELL
ARNOLD H. MERCIER
*EDWIN RICHTER
Acton Building Committee

* Representative from the School Committee

REPORT OF THE BUILDING INSPECTOR

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

I herewith respectfully submit my report for the year ending December 31, 1962.

Permits Issued		
Areas	No. of Permits	Estimated Cost
Business		
Business	13	\$ 232,100.00
Apartments	1	30,000.00
Industrial		
Industrial	10	298,800.00
Apartments	1	12,000.00
Motel (Addition)	1	70,000.00
Residential		
Single Dwelling	117	2,088,100.00
Additions	60	102,335.00
Duplex Dwellings	26	512,000.00
Municipal	1	99,717.00

Kindergarten	1	7,000.00
Religious Alterations ..	2	1,800.00
Total	233	\$3,453,852.00
Expenses		
Wages and Travel		3,845.25
Supplies		38.30
Total		\$3,883.55
Fees Returned		\$379.50
Reciepts		
Fees for Permits		\$5,310.00
All receipts were turned over to the Town Treasurer.		

Respectfully submitted,
ALBERT E. FOSTER
Building Inspector

REPORT OF THE CEMETERY COMMISSIONERS

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

We hereby submit the following report for the year ending December 31, 1962.

The Cemetery department has received and paid into the treasury the sum of \$3,060.98, which can be found itemized in the Treasurer's report, also the Collector's report will show that \$479.50 was collected for the annual care of cemetery lots not under perpetual care.

The large circular stained glass window in the front of the Memorial Chapel has been repaired and returned to its place, also a heavy plate glass window has been placed on the outside of this window for its protection. The Chapel organ has been repaired and tuned recently and improvements have been made on the grounds surrounding the building. It is planned to have the roads around the Chapel oiled this coming year, all the cost of the above work and the oiling of the roads being taken care of by the Varnum Tuttle Fund.

Sometime between the hour of 4:30 P.M. November 28th and the morning of the 29th, some person or persons entered Mt. Hope

Cemetery, in West Acton, and broke twenty-seven panes of glass in the windows of the Chapel, also they tried to set a fire to the building where the truck was garaged, luckily the fire burnt itself out. We wish to point out that this is a very serious offense and it is punishable under the law and the Police Department is still investigating this matter.

In view of this act of vandalism we have changed the Superintendent's office from Mt. Hope Cemetery to the Chapel at Woodlawn Cemetery, where we feel that cemetery records will be much safer for the time being. For the time being the department truck is being garaged at the West Fire Station.

We have had the tool house (The Hearse House) which was in 1860 in Woodland Cemetery, painted, repaired and lights installed so that light repairs can be made to the equipment of the department. With the fire underwriters insisting on more fire proof buildings it will soon be necessary for this department to ask for funds to build a combination office, garage, repair shop, receiving vaults, etc. We feel that a suitable spot for this building would be next to the Morrison place on Concord Road on the land already owned by this department.

In closing, the Board wishes to thank the Clerical Staff at the Town Hall for their assistance and co-operation, the Police Department and also the employees of this department for their loyal support this past year.

Respectfully submitted,
HARLAN E. TUTTLE
HARRY E. HOLT
HOWARD F. JONES
Cemetery Commissioners

REPORT OF THE ACTON CONSERVATION COMMISSION FOR THE YEAR 1962

The second Annual Report of the Conservation Commission is herewith submitted. During the year 1962 the Commission met regularly on the first Thursday of each month. The Commission was expanded to seven members as previously authorized at the Special Town Meeting of December 1961.

A major activity of the Commission was in the sponsorship of the Acton Conservation Trust. A public meeting was held in May, at which time a committee was formed to draw up the By-Laws of such a Trust. The By-Laws were accepted by an incorporating meeting on

October 24th. These and other necessary papers were forwarded to the State House for approval as a non-taxable Incorporated Trust. Approval is expected early in 1963.

Preservation of the Isaac Davis Trail has occupied the Commission for much of the year. Interest in the Trail was clearly demonstrated on April 19th when an estimated 600 men, women and children from Acton and neighboring towns took part in the annual march. An accurate map of the Trail, as far as Great Road, was prepared (by the Planning Board). Land owners along the Trail have been contacted by this Commission relative to preserving the Trail for the Town, and initial response has been encouraging. It is hoped that this portion of the Trail project can be completed in 1963.

Since the writing of the previous report, the 1962 Legislature has passed an amendment to a previous Bill which now directs the County Commissioners to lay out a public right of way to Fort Pond through land in either Acton or Littleton.

Other subjects of interest to the Town which are under consideration include:

The submission of a Flood-Plain Zoning By-Law to the Planning Board for their consideration.

Discussion of undesirable filling along certain town brooks and waterways, particularly Nashoba Brook.

Better public access to and use of Town forests, especially the forest located North of Route 2, near the site of the proposed Elementary School on Arlington Street.

Discussion of the Comprehensive Town Plan as applicable to conservation.

Respectfully submitted,

ROBERT J. ELLIS, *Chairman*

JOHN A. JEFFRIES, Jr.

WILLIAM L. KINGMAN

MRS. DAVID L. MAY

JAMES M. SHEPARD

DAVID P. TINKER

THOMAS E. WETHERBEE

CIVIL DEFENSE REPORT

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

During the past year, two Civil Defence lectures were given at the invitation of social groups within the town. Approximately thirty (30) pieces of various Civil Defence Publications were distributed or mailed in response to specific inquiries. Fifteen hundred (1500) copies of Fallout Protection, pamphlet H6, December 1961 issue, were distributed with the warrant for the special town meeting of December 17, 1962.

A survey of buildings in the Town of Acton to determine their usefulness as shelter spaces was conducted under the direction of the Corps of Engineers during the past year. This survey showed that there are no buildings that meet the necessary requirements to be marked or stocked as public fallout shelters. The buildings that were examined were lacking either in attenuation properties or in meeting minimum space requirements. Although the results of the survey were negative, attention is called to the suitability of shelter spaces within the many private homes in the Town of Acton and in particular those with basements. Information illustrating how basements and other areas in the home may be readily adapted as fallout shelters is available from your Acton Civil Defense Agency.

As a result of the Cuban crisis in October of last year, a sincere interest in Civil Defense was engendered in State officials and legislators. Governor John A. Volpe called a meeting of town and city officials in the Commonwealth and this meeting was attended by your selectmen and your director. Subsequent to this meeting, additional funds became available to the Massachusetts Civil Defense Agency and several of its operations which had been curtailed or discontinued were reorganized. It is expected that the coming year will see a better and more active coordination of Civil Defense activities within the State and extending through its officers to the local level.

Respectfully Submitted

JOHN F. McLAUGHLIN,

Director Acton Civil Defence Agency

REPORT OF DOG OFFICER

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

I herewith submit my report for the year ending 1962.

Calls & Complaints investigated	198
Notices to owners of unlicensed dogs	215
Stray dogs picked up	37
Dogs disposed of	7
Dogs returned to owner	30

Respectfully submitted,
CARL W. FLINT,
Dog Officer

**REPORT OF THE TRUSTEES OF THE
ELIZABETH WHITE FUND**

For the Year Ending December 31, 1962

The Trustees of this fund have signed orders to the Town Treasurer totaling \$800.00 (Eight hundred dollars).

Respectfully submitted,
HAZEL P. VOSE,
ELEANOR P. WILSON,
HELEN B. WOOD,
Trustees of the Elizabeth White Fund

REPORT OF THE ENGINEERING DEPARTMENT

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

I hereby, respectfully submit my report for the year ending December 31, 1962.

During that time the following work was done by the Engineering Department:

- I. All routine work as more fully described in previous reports such as:
 - 1. Inspecting subdivision roads and drains;
 - 2. Checking new subdivision plans;

3. Surveying and engineering for the acceptance of public ways;
4. Assisting and advising municipal agencies in engineering matters;
5. Revising and up-dating town maps;
6. Laying out and drawing up drain easements.

II. Specific projects as requested and authorized:

1. Field location work, preparatory for the laying out of the following unsurveyed roads:
 - a.) Piper Road
 - b.) Parker Street
 - c.) Minot Avenue
 - d.) Forest Road
2. Topographic survey of 28 acres of land purchased by the Town of Acton for School purposes;
3. Designing drainage system for Central and Willow Streets in West Acton and supervising the installation of the 1962 work phase;
4. Working on Assessor's Maps;
5. Supervising the construction of a 4-classroom addition to the Julia McCarthy Elementary School;
6. Preliminary layout design for the remodeling of the Acton Town Hall;

My thanks go to all the citizens and citizens groups and to the members of the Town Administration for their co-operation, help and constructive criticism and I express the hope that the year 1963 will see an even greater utilization of the services that the Engineering Department can, and is willing to, provide.

Respectfully submitted,

FRED K. HANACK

Town Engineer

ACTON ENGINEERING DEPARTMENT

Who hasn't, at one time or the other, let his memories slip back into the past: back into those years of happy youth from which only the bright and gay moments seem to have survived and from which all those sad intervals have been veiled by a curtain of gracious forgetting? We all have! And aren't all those pictures of memories always filled with the beauty of the land, its forests and apple orchards, its ripe corn fields and its meadows roaming with cattle; or the steeple of the village church in its white splendor reaching into the blue eternity

of the morning sky; or the majestic wonders of our New England foliage knitted like a carpet of miracles; or the gay laughter of children diving and swimming in one of the numerous little creeks or puddles that nature so abundantly has dotted onto our land; or a yellow light beam from a kitchen window being reflected by the silent white of a thick blanket of snow as it covers God's nature as well as man's efforts?

Those are our memories; but how little is left of the things remembered? Cattle no longer roam the pastures, apple orchards have given way to subdivisions; meadows been filled, streets widened to accomodate the ever-growing traffic volume, and high-power tension wires cut across the face of the land of our memories to feed the needed industry as well as make possible the conveniences that all of us are accustomed to.

This change is part of growth, just as it is part of our lives. We all know the reasons for this change and we know the inevitable effects of it, even though we sometimes pretend that they do not exist, because we don't want to see them as we close our eyes. Still, life goes on and the sounds of hammers and saws are the clairons of that change.

These years of rapid transition from a purely agricultural community into a suburban satellite are the most drastic and dramatic ones. Drastic, because they pose problems of material changes, and dramatic because they require changes in attitudes and prevailing modes. Both of these types of changes can only be successfully mastered through ambitious and honest-to-goodness participation in the municipal affairs by every citizen in the Town, however diversified and personal his attitude may be.

It is especially gratifying to see that both, the Board of Selectmen and the Planning Board, had the clear vision of these changes at an early time, and that they brought them into the focus of public attention, at the same time calling for guidance in the mastering of these growth problems before they became nuisances.

For this reason the Planning Board in 1954 retained the services of Mr. Roger Hilton, on a part-time basis, to aid and assist the Board in its task to provide a harmonious and intergrated growth. The selection of Mr. Hilton for the job of part-time agent of the Planning Board was eminently wise since he brought with him over 20 years of experience as County Engineer and well-reputed surveyor. During that time Rules and Regulations were adopted which set minimum standards for new subdivisions. In 1959 the Planning Board hired Charles Downe Associates, municipal planners, for the job of evaluating the Town and to draw up a guide for the further integrated growth of the Town. This job was completed in 1961 with the publication of the Master Plan. Also in 1961, another report was

submitted to the Town, the Fort Pond Brook drainage study, by Fay, Spofford and Thorndike, of Boston.

All these plans, rules and recommendations needed follow-up, inspection and implementation, and soon it became evident that the earlier make-shift operation through part-time inspection was unsatisfactory. Therefore, in 1960 the Town, at the Annual Town Meeting, voted to establish an Engineering Department. Based on this vote, the Board of Selectmen, on September 6, 1960, hired Mr. Fred K. Hanack for the job of Town Engineer, to work under the authority of the Board of Selectmen. Fred Hanack is a graduate of the Berlin Polytechnical Institute with a Bachelors Degree in Civil Engineering, and he holds a Masters Degree in Business Administration from Northeastern University. He is a Registered Engineer in Massachusetts and has head several professional jobs of responsible nature with engineering and construction firms, such as Geo. A. Fuller Co., Anderson-Nichols and Co., Metcalf and Eddy; Cabot, and Cabot Forbes Assoc., totalling 7 years before coming to Acton. He holds membership in the American Society of Civil Engineers (where he belongs to the Legislative Counsel of the local Chapter), in the American Institute of Planners and in the Massachusetts Society of Municipal Engineers.

Since one man alone can really not satisfactorily do any surveying work (unless he has an extremely long arm) the Department soon added Mr. Lewis L. Bowker, Jr. to its staff. Lewis Bowker is a graduate of the New York Ranger School and has practiced surveying for over 10 years partially as employee and partially as employer himself. He is a Registered Land Surveyor in New York and Massachusetts and is a member of the American Congress of Surveying and Mapping. During last year's summer vacation, a college student was hired as a rodman. It is hoped that this practice can be maintained for many years and that through long-range scheduling of the work load the need for such a full-time position can be postponed.

It speaks very well for the general atmosphere and understanding in the Town that the Engineering Department had a free hand in the selection of equipment, materials and books so that in no instance work could not be executed for lack of proper tools.

And last, but not least, in the summer 1962, the Police Department turned over to the Engineers their old cruiser which was ready for trade-in, in accordance with the vote of the Annual Town Meeting.

For all those who do not know the present hide-out of the Engineering Department: It is presently housed in the upper floor of the Center Fire Station, and everyone is cordially invited to come and see the work being done there.

The first job of the Engineering Department was to set up policies and to delineate its scope, eliminating both overlap with the jurisdiction of other agencies and areas of "no man's land" between municipal bodies of similar jurisdiction. It also meant the establishment of full-time inspection. This first phase was the most difficult one, since it trespassed upon the sacred territory of habit, pattern and tradition. However, as the Engineering Department became more and more a "fait accompli" these barriers vanished and gave way to a fruitful co-operation in the best interest of the general public.

The next step consisted of exhaustive search through existing records and plans to establish a skeleton of maps which could form the basis of a modern town and tax map. Many a day was spent in the Concord Town Hall, where the originals of historic documents are preserved, in the pursuit of this research. As a result of these findings it can be said that we all can take great pride in the part our Town has played in History. It certainly is a long way from the "First Division of Concord", as the general distribution of the land was called that was bought in 1660 from the "Ingenes of Mashoba" — for the sum of 15 pounds at 6 a penny — The Town now possesses a complete set of geological maps, U. S. Coastal and Geodetic Survey Plans, all Railroad maps, Co-ordinates, aerial photos, County Engineers road layout plans, plans of the gas and water distribution systems, Fire Alarm grid maps and up-to-date Town and zoning maps.

After this preparatory research work was completed the Town authorized the Engineering Department to proceed with the preparation of a Town Atlas (or Assessor's Map, as it often is called). Since the summer months, logically, are reserved for field work, this work presently proceeds during the winter months and it should be completed in its rough draft by the end of this winter, reserving the next winter 1963/64 for the final completion and publication of the Atlas. This Atlas will show every piece of land in the Town in relation to the neighbor's land, and it will be of great value to every property owner in Town. It is hoped that everybody whose help is requested in this program will kindly offer any assistance he can give.

The second major task confronting the Engineering Department was the surveying and engineering work in connection with the laying-out of public roads. Most of our roads in Town are "ancient way." That means that they owe their existence to a voluntary surrender and setting-aside of privately-owned land for travel purposes for the general public. In most instances the land so reserved was marked by stone walls, which were a useful way of getting rid of all the stones in the area. Unfortunately, most of these roads were not designed with today's traffic needs in mind. Therefore, we find that, sooner or later, all of these ways must be improved, widened and re-constructed. For this

purpose the Engineering Department, during summer months, has surveyed, and will continue to do so, the physical location of those roads that presently are traversing sparsely settled areas to preclude the construction of buildings so close to the side line that future street widening will conflict with these new houses. This work will enable the Engineering Department to design streets with a minimum of damage to existing property and still meeting the standards and criteria of modern roads.

These two projects just described are long-range projects. They will be filled into the daily routine work. They are the glamour jobs that can be polished up and exhibited and they show a clearly visible result at the end of the project. However, the bread and butter jobs are the ones that keep the Engineering Department busy. They consist, to a large degree, of subdivision work beginning with the preliminary subdivision plans as they are submitted to the Planning Board. The Town Engineer, at this early stage of the game, walks the area with the land owner and his engineer to determine the suitability of the land and the necessity for possible basic changes. He does the same with the Definitive Plan, advising the Planning Board in engineering matters before approval is given. After such approval, it is the duty of the Engineering Department to ascertain that all utilities construction in the roads and easements is done in conformity with the Planning Board's Rules and Regulations, or that any deviation from them is according to sound engineering practices. This phase of the work has already produced a marked improvement in the quality of roads and it will continue to ensure uniformity of standards throughout the Town.

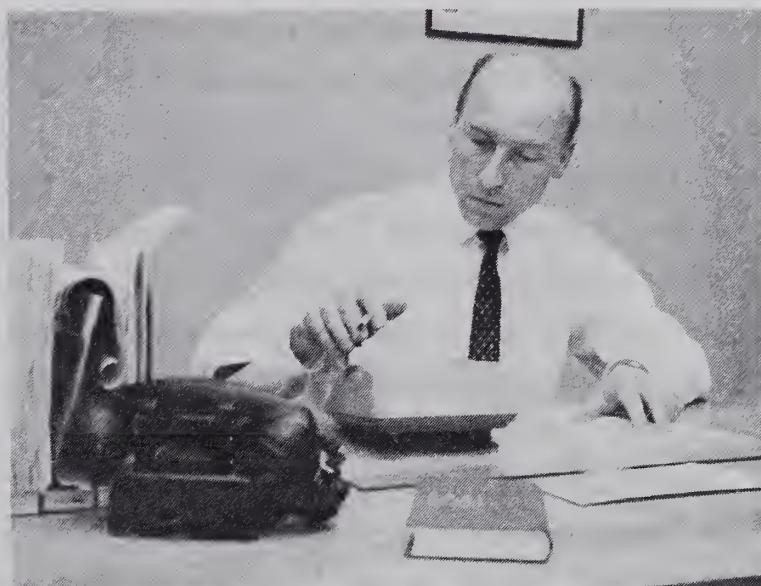
Being an agent of the Planning Board, the Town Engineer naturally is charged with the implementation of the Master Plan and other recommendations. He is also likely to be the first one to advise the Board of any changes in patterns and recommend counter actions, because as the Master Plan motivates changes in patterns so do reverses in trends change the base of the Master Plan.

Another large segment of the work load consists of the design of public works projects done by the Town forces, such as drainage installation, culverts, sidewalks, and all similar projects. The Engineering Department does all basic survey work, prepares the plans and estimates, writes the specifications and supervises the construction, if so requested. It can also handle the design for additions and alterations to existing Town structures and buildings, if so needed.

During the past year it has given advice and aid to several municipal agencies and, since, out of necessity, most of the elected and appointed officials are available only during the evenings a great deal of such work took place in evening meetings with boards such as: The



Field Surveying



Computation of Field Data



Stereo plotting for Assessor's maps

Recreation Commission on the question of recreation land; the Conservation Commission on its task to provide access to Fort Pond, as well as for the setting aside of lands suitable for future preservation use; the Board of Health in its determination of high water marks; the Board of Selectmen on the laying out of easements, and on phases of Chapter 90 Construction; also by assigning street numbers to new buildings and by certifying compliance with zoning and subdivision By-Laws on Building Permit Applications; the Industrial Development Commission on questions concerning the re-zoning of residential land to industrial uses; the Building Committee by supervising the four classroom addition to the Julia McCarthy Elementary School (this work resulted in a \$1,500.00 savings to the Town by eliminating the clerk-of-the-works allowed for in the construction budget); the School Committee by making a topographic survey of a 28-acre lot owned by the Town for School Construction purposes (also saving the Town approximately \$1,500.00 in surveying fees to outside engineers). Even though these two last-mentioned functions are only by-products of the day-to-day work schedule and not indicative of any intention on the Town's part to exclude any outside engineering consultations, they indicate that the Engineering Department under its present set-up is versatile enough to cope with a wide variety of tasks. It, therefore, is not surprising to learn that the Planning Board, for instance, has requested the Board of Selectmen to assign the job of determining a wetland zone along Fort Pond Brook to the Engineering Department for 1963 as part of the implementation to the Fort Pond Brook drainage recommendation. The establishment of such a wetland area will help to prevent health problems resulting from failures of septic tank systems in lowlands. Some preliminary work to this had already been done by the Engineering Department by marking high flood and melt water elevations on every culvert and bridge in Town. Any person interested in building or farming in this Town, who is in doubt about high-water problems, soil conditions and other pertinent questions is invited to discuss his problems with the Town Engineer who is only too glad to help. Just bear in mind that the Engineering Department, like all other departments, is part of *your* Town and that our aim is the same: To promote a well-balanced and orderly growth of our Town of Acton.

REPORT OF THE FIRE DEPARTMENT

TO THE HONORABLE BOARD OF SELECTMEN:

I herewith submit my thirtieth annual report of the Fire Department for the year ending December 31, 1962.

Total number of alarms responded to are as follows:

Residential	11
Non-Residential	1
Mercantile	1
Manufacturing	2
Storage	1
Public Utilities	1
Miscellaneous	7
Grass and Brush	74
Automobile, etc.	17
False Alarms	5
Smoke scares and accidental alarms	32
Accidents and Emergencies	42
Out of Town	11
	<hr/>
	205

Loss to buildings	\$10,885.47
Loss to contents	10,948.29
Loss to automobiles	1,825.00
	<hr/>
	\$23,658.76

Permits Issued:

Oil and Power Burners	161
Bottled Gas	29
Blasting	30
Open Air Fires	997
Inspections and investigations	1,338
	<hr/>
	2,555

Collected for permits	\$109.50
Collected Rents at Station No. 1	70.00
Collected Rents at Station No. 2	35.00
Collected Rents at Sation No. 3	325.00
	<hr/>
	\$539.50

Under Article 58, the fire alarm has been extended in South Acton along Martin, Stow, Robbins and Liberty Streets. Also street fire alarm boxes have been installed at the following locations:

- Box 23 on Stow Street at Martin Street
- Box 233 on Stow Street at Robbins Street
- Box 234 on Stow Street near Stow Line
- Box 235 on Robbins Street at Billings Street
- Box 237 on Liberty Street at Robbins Street
- Box 238 on Liberty Street near Stow Line
- Box 2315 on Martin Street near end

Under Article 59, a new emergency generator has been installed and put into service at the West Acton Fire Station.

Under Article 60, this was for a hydrant on Pope Road but because of other activities we were unable to get it finished this year.

1963 Program

Stabilization Fund — \$10,000.00.

Emergency Power Generator:

A Generator to be installed in the South Acton Fire Station to take care of that building in case of power failure.

Fire Alarm Extension:

This extension would be known as the southeasterly circuit and would split the present circuit which is now overloaded. By splitting the circuit, half would cover High Street, Parker Street, Independence Road and River Street. The other half would cover School Street, Piper Road, Hosmer Street and Laws Brook Road.

I have inserted an article in the warrant for a few full time fire fighters.

I feel that if my plan is adopted it will be the most economical arrangement and still get the necessary coverage in fire protection. Also I feel this plan will forestall getting into a permanent department for at least another five years.

The plan is to have two fire fighters working in each station from 8:00 A.M. to 5:00 P.M. six days a week with one fire fighter working two days a week in each station to cover days off. The stations should be covered seven days a week daytime only, because this is the time we are short of men.

In closing, I wish to thank the fire fighters and auxiliary for their co-operation throughout the year. I, also, wish to thank the Board of Selectmen, the Finance Committee, the Clerical Staff at the Town

Hall, and all others who have contributed to the support and operation of the Fire Department.

Respectfully Submitted,
H.S. MacGREGOR,
Chief of Fire Department.

REPORT OF THE TRUSTEES OF THE GOODNOW FUND

For the year ending December 31, 1962

INVESTMENTS

Charlestown Savings Bank	\$ 465.54	
Concord Co-operative Bank	3,000.00	
	-----	\$3,465.54

RECEIPTS

Charlestown Savings Bank	18.60	
Concord Co-operative Bank	120.00	
	-----	138.60

EXPENDITURES

Treasurer of the Evangelical Church in Acton	118.60	
Town of Acton for the perpetual care of Goodnow Lot in Woodlawn Cemetery	20.00	
	-----	138.60

THELMA L. BOATMAN, TR.
CLARK C. McELVEIN
JAMES N. GATES
Trustees of Goodnow Fund

REPORT OF THE BOARD OF HEALTH

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

The Board of Health herewith submits its report for the year ending December 31, 1962, together with the reports of other departments connected with it.

During the past year the Massachusetts Department of Public Health adopted minimum requirements for the disposal of Sanitary

Sewerage in unsewered areas. The Town of Acton falls into this category. The new sanitary code requires that all preliminary work relating to sewerage disposal on new systems be done by a qualified engineer and that plans for sewerage disposal works be submitted before a permit is issued for such work.

The Board now requires that all permits for sewerage disposal works on a new construction be accompanied by a detailed drawing showing the location of the system, size of the system, house and lot lines, along with the results of the percolation test and soil analysis. All of the work to be done by a Registered Sanitary Engineer, at the builder's expense.

The Town of Acton has unique problems involved in sewerage disposal due to ground water, ledge, clay and surface water so that each individual system needs to be studied with these problems in mind. Each system is designed on an individual basis, taking into consideration all of the factors that each lot presents to arrive at a solution.

According to the rules and regulations of the State Health Department and the local Board of Health, it is possible to build on sub-marginal land by filling in the land to bring it up to required height, so that the bottom of the distribution line be four feet above high water. This allows land along brooks and streams and on the edge of wet lands to be used for home building.

The Town Boards sense that it is the feeling of the townspeople that such land not be used for building purposes. To accomplish this objective, the Board of Health recommends that the town adopt flood plain zoning, to take the marginal land out of circulation until such time as the town has municipal sewerage.

During the past year the Board of Health has cooperated with the League of Women Voters in conducting a survey of the Town of Acton. The Board wishes to thank the League of Women Voters for their great effort and feels that the information acquired will be of great importance to the town in planning for the future. On the basis of answers to the question on the survey which asked "should the town take steps to acquire land for a municipal sewerage disposal works, said land to be held until such time as the town decides to have a treatment plant for sewerage of its own?" over 85% of the people answered "YES" to this question. As there are only two or three such sites that might be used for such a purpose, the Acton Board of Health recommends that the Board of Selectmen initiate action that would acquire a suitable amount of land for such purposes, while it is still available.

Acton does not have municipal sewerage. All sewerage disposed

in Acton depends on the proper working of individual systems, composed of a septic tank to digest the solids to liquid and a leaching field to distribute the liquid effluent for ground absorption.

To assure proper function of each system, the Board of Health recommends the following:

1. Know where your septic tank and leaching field are located.
2. Do not plant trees near the leaching area or allow heavy equipment to be brought onto it.
3. Have your septic tank checked by a qualified person at least once a year. When the solid portion in the top and bottom of the tank exceed 1/3 of the total capacity, it is time to have it pumped out.
4. Spread the water use in the house out over the week so that it is even. That is, don't do all the wash on Mondays or take all your baths on Saturdays. By spreading out the demand, it will allow a proper amount of time for ground absorption, particularly during rainy periods.

During the month of July, 1962 Mrs. Dorothy Turner, who had faithfully served the Board for seven years, resigned from her position as Clerk in the office of the Board of Health.

The Board has held regular meetings every second and fourth Monday of each month. Whenever necessary special meetings were held. Visitors are always welcome to attend these meetings.

During the year regular inspections of schools, food handling establishments, milk dealers, kindergartens, nursery schools, rest homes, etc., have been made.

Water samples have been tested whenever it was considered necessary.

Mosquito control spray was provided during the spring and summer.

The Board of Health has worked constantly for health standards throughout the community.

The Board sponsored the usual clinics, namely, Diphtheria and Tetanus immunizations, Dental clinic, Tuberculin clinic and Dog rabies immunization. A Sabin Oral Polio Vaccine Clinic, was also held in May.

We have no cases of TB in hospitals at present. The Middlesex County Sanatorium at Waltham provides a clinic for free chest X-Ray. The clinic is open Monday through Friday from 1 to 4:45 p. m. and

on the first and third Wednesday of each month from 6:30 to 8 p.m. It is suggested that people take advantage of this free clinic.

The Town provides a garbage collection. No rubbish collection is provided; however, the Town maintains a Dump for the convenience of the residents of Acton.

We would appreciate all communicable diseases be reported either by an attending physician or the householder. (Chapter 111, General Laws of Massachusetts).

There were 299 cases of contagious diseases reported during the year 1962.

Cases Reported:

Scarlet fever and strepto throat	5
Chicken Pox	18
Measles	253
German Measles	0
Dog Bites	6
Mumps	14
Tuberculosis	1
Infectious Hepatitis	2
Syphilis	2

There were 10 premature births reported during 1962.

The services of the Town Nurse are available for those who cannot pay for emergency nursing care. Those who are financially able are required to pay a small fee for each visit. These services are offered only under guidance of a physician. She may be reached by calling the Board of Health Office CO 3-4736.

The following permits and licenses were issued:

Sewage disposal permits	171
Total amount collected for these	\$2,150.00
Offal transport permits	3
Catering permits	1
Overnight cabins and camps	3
Methyl alcohol permits	10
Kindergarten and Nursery school	9
Store milk license	21
Milk Dealers License	12
Massage license	1
Amount collected for these permits	\$63.00
Nursing and Rest Homes inspected	3
Eating and Food dispensing establishments inspected	10

Burial permits issued	24
Plumbing permits issued	179
Amount collected	\$1,990.00
Amount collected from Town Nurse	\$ 940.00
Total amount received and deposited with the Town Treasurer for year ending December 31, 1962	\$5,143.00

The Board of Health wishes to thank all those who contributed to its progress for the year 1962.

Respectfully submitted,
MARTIN J. DUGGAN, R.N., *Chairman*
ROBERT C. HEUSTIS, R.S.
DAVID L. SMITH, M.D.

REPORT OF THE TOWN NURSE

TO THE BOARD OF HEALTH:

I hereby submit my report for the year ending December 31, 1962.

Total number of visits made include paid and unpaid calls, Old Age Persons, persons receiving general relief; or, aid to Dependent children; or Veterans on Aid and their Dependents, are not charged the usual fee of \$1.00 (one dollar) per Visit.

Total1,224

All paid visits are made under a Doctor's supervision.

Total 944

Health supervision for adults and children is very important as it gives us (Mrs. Lydia Rhodes R.N. and myself) an opportunity to acquaint the townspeople with the facilities of the Emerson Hospital (especially the pre-natal clinic and the physical therapy department) The Concord Family Service, the Walden Clinic for Children (psychiatric) the School for Retarded Children, the Church Groups who help the Older Citizens, and the Red Cross and Acton Center Woman's Club who obtain drivers for persons not able to drive themselves to Doctors or hospitals.

A great deal of cooperation comes from our own Welfare Department with Mrs. Coombs as Agent.

Trips to hospitals and doctors with patients 20

Public Health Clinics held during the year in cooperation with Mrs. Olsen R.N. and the School Department are as follows:

Sixteen (16) Dental Clinics were held at Dr. McQueen's office

Tuberculin Testing (usually in November) 373

Positive reactors (now being X-Rayed) 15

Diphtheria Clinics (usually in March) - with boosters of Tetanus and Diphtheria for Grades 1, 5 and 9 are given.

We assisted Mrs. Olsen at Preschool Clinic in April.

The Department of Public Health also held a general X-Ray program in May of 1962 and 695 persons attended.

8—cases of Inactive T.B. were found

4—suspect cases

4—other chest conditions

Also in May and June, the Board of Health conducted its first Sabin (Oral) Poliomyelitis vaccine Clinic. Children from the age of 3 months to 7 years received Type I and Type III Vaccine with the permission of the parents. We were very gratified that 1,651 persons received the Oral Vaccine without any severe reactions. We plan to give the Vaccine to all other children and adults in 1963.

We were fortunate to have a Public Health student from the Burbank Hospital School of Nursing for eight weeks - Miss Mealey enjoyed the experience and I certainly think it would be a boon for Acton's Public Health Program to maintain this association and have other students to stimulate our community.

Kindergarten, playground and
Scout Camp Inspections 12

Total Amount of fees received and turned
over to the Town Treasurer \$ 940.00

I wish to thank all those who have assisted me during the year, especially Mrs. Lydia Rhodes, Mrs. Hazel Vose and our former Secretary, Mrs. D. Turner.

Respectfully submitted,

EILEEN F. HALE, Town Nurse

REPORT OF THE INDUSTRIAL DEVELOPMENT COMMISSION

January 14, 1963

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

We cannot report striking progress within our sphere of activity during 1962 if progress is to be defined as the location of new industries in Acton. We can report continued effort along this line as well as a branching out into equally important though less dramatic areas. Specifically:

1.) For the second year in a row, Rep. Vernon L. Fletcher filed a bill in the State Legislature which would have directed the Commissioner of Correction to pass a title to the Town of Acton on 125 industrially-zoned acres of Concord Reformatory Farmland lying between Hosmer Street and the Concord line on the south side of Route 2. Upon passage of the bill, this acreage would have been offered for sale by the Town for industrial use with proceeds of the sale to be returned to the Commonwealth. Unhappily, the bill was reported unfavorably by the initial committee in spite of our own work and the excellent assistance of Rep. Fletcher. The presumed interest of the State Police in a section of Concord Reformatory farmland on the other side of Route 2 as a site for a training academy was our major stumbling block. A similar bill has just been refiled and we will be asking specific aid from you, the Selectmen, as well as from the citizenry of Acton in promoting the Town's case. It is incredible to us that acreage of this type can continue to be considered as proper for either farm or Academy use.

2.) Specific inquiries concerning possible industrial sites from two well-known and desirable companies in the fields of specialized textiles and light chemicals have been received and answered in detail. No decisions have as yet been made by either company.

3.) We have just begun to get our feet wet in the mediation of relatively rare complaints by residents against local industrial firms. It is obvious that there must always be two sides to every question and we feel that our particular group can be of positive service to both parties as a sounding board and as a medium through which a mutually acceptable solution may be reached with no residue of ill will on either side.

4.) We have consulted with the Planning Board when called upon and with such companies as Air Reduction and Dewey and Almy concerning industrial performance standards and other matters affecting present and future industry. Here again, it is well that the several

points of view on any question be brought out before decisions are reached.

5.) May we take this opportunity to record our welcome to Wickes Corp. which on its own initiative has chosen to locate a new branch on Route 27 in North Acton.

6.) Aubrey L. Beck, who is associated with Air Reduction, completed his term on the Commission this past year. His experience in a local industry was most valuable to us. Paul M. McPherson, President of McPherson Instrument Corp. on Main Street in Acton Center, has replaced him.

7.)A final note: we are pleased to have had an observer from the Acton League of Women Voters attend all of our meetings for several months. These meetings (8:00 P.M. - Town Hall - 2nd and 4th Wednesdays) are open to all and we would be delighted to see any who have an interest in or questions concerning the economic development of Acton.

ALLEN M. CHRISTOFFERSON
PAUL H. LESURE
STEPHEN E. LORD
PAUL M. McPHERSON
RICHARD J. O'NEIL, *Clerk*
FREDERICK H. BUBIER, *Chairman*

REPORT OF INSPECTOR OF ANIMALS

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

I herewith submit my report for the year ending 1962.

Premises Inspected	30
Cows	236
Young cattle	15
Bulls	6
Steer	8
Swine	1
Sheep	15
Goats	3
Horses & Ponies	57
Dog bites	24

Dogs Quarantined	24
Rabies	0

Respectfully submitted,
CARL W. FLINT,
Animal Inspector

REPORT OF THE INSPECTOR OF WIRES

January 14, 1963

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

I herewith submit my report as Inspector of Wires for the year ending December 31, 1962.

Two hundred fifty eight permits were issued. The sum of One Thousand Seven Hundred fifty one dollars and fifty cents, (\$1,751.50) was collected in fees for these permits, and turned over to the Treasurer.

Respectfully submitted,
LESLIE F. PARKE
Inspector of Wires

REPORT OF THE INSURANCE COMMITTEE

January 14, 1963

TO THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

Gentlemen:

The following will serve as a report from the Insurance Committee for the year 1962:

The Insurance Program continued to work out satisfactorily and stayed very close to the predicted budget. For the year 1963 there will be a slight reduction in over-all costs due to the fact that the adjustments for the year 1962 produced an excess load in that particular fiscal year, which will now be balanced out.

The only outstanding recommendation of the Insurance Committee of great importance is again the desirability of the Town purchasing Public Liability Insurance to cover activities in all public buildings and the operations of the Highway Department. The only additional building under the fire schedule is the West Acton branch of the Library and since this is contained in a building used as a dwelling, it does not qualify for institutional form and, therefore, must be covered under the Standard Fire & Extended Coverage policies.

Respectfully submitted,
 DAVID P. TINKER
 RAYMOND A. GALLANT
 CHARLES M. MacCRAE
 THERON A. LOWDEN
 THOMAS MOTLEY, *Chairman*

LIBRARY REPORT

TO THE HONORABLE BOARD OF SELECTMEN:
 Acton, Massachusetts

I herewith submit the following report for 1962:

Board of Trustees

Richard A. Bodge	Roland R. MacLean
*W. W. Forbes, M. D.	Florence Merriam
A. Frank Garbarino	**Mildred Pope Moore
Louise M. Gardiner	Marvin L. Tolf, Chairman
Dudley F. Howe	
*resigned	
**deceased	

Library Hours

Tuesday - Saturday (incl.)
 1 - 6 P. M. and 7 - 9 P. M.

Staff

Marian L. Piper	<i>Librarian</i>
Marion M. Armstrong	<i>Library Assistant</i>
Edna R. Custance	<i>General Assistant</i>
Edna R. Custance	<i>Custodian</i>

Accession	
Number of Volumes in Library January 1, 1962	22,669
Increase by Purchase	1,109
Increase by Gift	149
Withdrawn	1,912

Number of Volumes in Library January 1, 1963	22,015
Circulation in 1962:	
Fiction	26,813
Non-fiction	12,541
Juvenile	25,061

Total	64,415
Circulation in 1961	52,757
Receipts	
Fines	\$1,480.54
Miscellaneous	39.60

Total	\$1,520.14

Work on the new charging system is progressing on schedule but the many details involved prevent a rapid change over.

The trustees have spent much time discussing a possible library expansion and a definite solution will probably be resolved in 1963.

We wish to thank the Garden Club for the beautiful flower arrangements which they have provided throughout the season. They have been a source of constant joy and we at the Library are most appreciative.

Also, our thanks to the newly formed "Friends of the Library" for their present help and the sincere desire to do more as time passes. The UN display provided by the League of Woman Voters earned high praise from many and the children were especially interested and impressed with the flags of many nations. For the gifts of books and magazines we are truly grateful.

Mrs. Armstrong, Mrs. Custance and Mrs. Piper took a ten-week course entitled "The Library in the Community." Classes were held at Leominster Public Library under the direction of Mr. Richard Morrill, Librarian, and on completion, certificates were issued and registered at the Division of Library Extension.

We appreciate your loyalty to the Library as shown by the fact that you read approximately one thousand more books per month in 1962 than in 1961. Total circulation for 1962 was 64,415 volumes.

Respectfully submitted,

MARIAN L. PIPER

Librarian.

REPORT OF THE MOTH SUPERINTENDENT

TO THE HONORABLE BOARD OF SELECTMEN:

I herewith submit my report for the year 1962. The Moth Department removed 65 diseased elms in 1962. There are 6 diseased elms remaining to be removed in early 1963.

A foliage spray was applied to all publicly owned elms in June. A spray for control of aphids on maples and other susceptible trees is being considered for 1963.

The poison ivy control program was continued, with emphasis around playgrounds and recreation areas of the Town.

Respectfully submitted,

FRANKLIN H. CHARTER

Moth Superintendent

REPORT OF THE PERSONNEL BOARD

TO THE HONORABLE BOARD OF SELECTMEN:

This past year has indicated that the Personnel By-Law is a workable frame in which to administer consistent Personnel policies for all Town employees covered by such. With the realization that a dynamic policy to meet and anticipate change needs adjustments, we have submitted for approval, by the citizens of Acton, certain articles for the Annual Meeting.

The Board was unanimous in support of the 5% general increase for "covered" employees. This is necessary to keep our people in their respective wage position in the State. The estimation of the cost for this, converted to tax rate base, is approximately 75 cents.

We have grouped the amendments in one article. They are basically items that were under discussion, but not resolved, when

the By-Law was adopted; the creation of a new position, and the acknowledgement of an existing, now uniform, practice.

The article for study in regard to the Fire Department is only necessary if the citizens vote for permanent personnel. It would be necessary to adjust and review the present Town By-Law and determine job classification and work week requirements if so adopted by the Town.

We are presently working in conjunction with Miss Milbery on the standardization of Personnel Forms and Records.

The continuing aim of the Board is to help Acton's employees maintain the same favorable position that they presently hold in wage and fringe benefits in the State.

Respectfully submitted,
CLYDE HORNE, *Chairman*
PETER GRAY
WILLIAM KEMP
JOHN DARGIN
WARREN NEWELL, *Secretary*

REPORT OF THE PLANNING BOARD

TO THE HONORABLE BOARD OF SELECTMEN:

The year 1962 has been an active one for the Planning Board. As in past years the main activity has been the administration of the sub-division control law and improvement of the Town regulations thereunder. We have found the sub-dividers anxious to co-operate in working toward the continuance of our standards in our sub-division.

New sub-divisions approved during the year were

Frederick Abbt	Strawberry Hill Road,	Acton & Concord
John McGloin	Faulkner Hill,	South Acton
John Finigan	Orchard Estates,	West Acton
James Anderson	Barker's Pond Acres,	South Acton
Norman Corwin	Agawam Road,	West Acton
M & L Corporation	School & Hosmer Sts.,	South Acton
Allan Jensen	High Street,	South Acton
Azalea Park	Pope Road,	East Acton

The work of the Board has not been confined to scheduled meetings. On the ground inspections have been required and the Board members have accompanied the Town Engineer in checking sub-

division lay-outs, inspecting roads and viewing our ever-present drainage problem.

The Board also spent many hours preparing the changes in our zoning by-law for the annual meeting last March and for the special meeting held in December.

In making many of our decisions we have used the Comprehensive Town Plan as a guide. Used as a guide this Plan is a valuable source of information to the Planning Board and the Town.

In the interest of better Town Government the Planning Board makes the following recommendations: that

1. The Town employ a counsel for all Boards rather than counsel to the Selectmen only. He should be available for telephone counsel at any time and for meetings when asked.
2. The Town again consider the employment of an administrative assistant to the Selectmen.
3. The practice of a special Town Meeting in the fall, preferably in November, be continued.
4. An energetic drainage program be carried out in the Fort Pond Brook water-shed to postpone as long as possible the need for sewerage.
5. A quarterly meeting of all Boards be called by the Selectmen to discuss their plans making for better communications between the various Town bodies.
6. A study of the present zoning map with specific recommendations for changes in the present industrial and business areas be presented to the Town Meeting in the fall of 1963.

We wish to thank the various Boards, Committees and Departments of the Town for their co-operation during the past year.

Respectfully submitted,

DAVID P. TINKER

WILLIAM M. VEAZY

DONALD E. DONNELLY

C. JUDD FARLEY

JOHN H. LORING

REPORT OF THE POLICE DEPARTMENT

TO THE HONORABLE BOARD OF SELECTMEN:

Acton, Massachusetts

Gentlemen:

I herewith submit my sixth annual report for the Police Department for the year ending December 31, 1962. This report includes all arrests and prosecutions, report on motor vehicle accidents, bicycle registrations, houses checked, parking violations, defective equipment tags, telephone calls received and other items.

ARRESTS AND PROSECUTIONS FOR THE FOLLOWING OFFENSES:

Abduction	1
Adultery	2
Allowing Improper Person to Operate a Motor Vehicle	1
Assault and Battery	9
Assault and Battery on a Police Officer	1
Assault to Commit Rape	1
Carrying Firearm without a Permit	1
Contributing to the Delinquency of a Minor	1
Crossing Center Strip	1
Delivering Alcoholic Beverages to a Minor	4
Drunk	13
Failing to Display Number Plates	1
Failing to Give Turning Signal	1
Failing to Keep Right	2
Failing to Stop for a Police Officer	1
Following too Closely	3
Fugitive from Justice	2
Impeded Operation	1
Indecent Assault and Battery	1
Illegitimacy	1
Labor on the Lord's Day	1
Larceny	4
Law of the Road	2
Making a False Prescription	1
Malicious Injury to Property	7
Manslaughter	1
No License in Possession	14
Non-Support	5
No Registration in Possession	3
Operating after Revocation of License	4
Operating after Suspension of License	4

Operating an Uninspected Motor Vehicle	17
Operating an Uninsured Motor Vehicle	11
Operating an Unregistered Motor Vehicle	13
Operating so as to Endanger	21
Operating Under the Influence of Intoxicating Liquor	11
Operating without a License	15
Operating without Lights	1
Operating without Mud Flaps	1
Passing on Wrong Side	2
Passing Where View was Obstructed	3
Red Light Violation	15
Revolver in Motor Vehicle without a Permit	1
School Bus Violation	20
Speeding	237
Spilling	4
Statutory Rape	2
Stop Sign Violation	30
Transporting on the Lord's Day	1
Vagrancy	1
Delinquent Child — Assault and Battery	4
Delinquent Child — Breaking and Entering Daytime	2
Delinquent Child — Breaking and Entering Nighttime	2
Delinquent Child — Illegal Sale of Firecrackers	1
Delinquent Child — Larceny	3
Delinquent Child — Malicious injury to Property	4
Delinquent Child — Operating so as to Endanger	1
Delinquent Child — Red Light Violation	1
Delinquent Child — School Offender	1
Delinquent Child — Speeding	5

 523

MOTOR VEHICLE ACCIDENT REPORT:	1961	1962
Total number of Accidents reported	139	141
Total number of Accidents covered		
by the Department	126	121
Number of Occupants Injured	52	29
Number of Occupants killed	0	1
Number of Pedestrians Injured	7	2
Bicyclists injured	3	3

MISCELLANEOUS STATISTICS:

Bicycles registered	861
Complaints received and investigated	160
Cruiser Ambulance trips to Acton Medical Center	15
Cruiser Ambulance trips to Emerson Hospital	71

Cruiser trips to Metropolitan State Hospital	5
Defective Equipment tickets given	83
Doors found unlocked in buildings and places of business ..	48
Electric Wires down and reported to Edison	15
Emergencies Answered	96
Fire Alarms Answered	125
Houses Checked	262
Motorists assisted by Patrol	42
Motor Vehicles checked by Night Patrol	146
Nighttime Parking Tickets Given	75
Parking Tickets Given	52
Property check, Slips left at request of owners	3,826
Prowlers reported	3
Street Lights out, reported to Edison Company	56
Summonses sent out for Service	175
Summonses Served	290
Telephone Calls — Incoming	3,814
Telephone Calls — Outgoing	2,400
Telephone Calls — received re “No School”	90
Times Resuscitator was used	16
Total number of Arrests made	36
Traffic Lights out and reported to Department of Public Works	42

There were 852 Motor Vehicles checked by the Department of Traffic or Motor Vehicle violations for which operators received verbal warnings, summonses to appear in court or had the violation reported to the Registrar for action.

FATALS

One Fatal Accident in 1962.

CRUISERS

I have recommended to the Board of Selectmen, that both cruisers be traded in 1963.

POLICE STATION

Again this year I am recommending that land be purchased to erect a Police Station. Articles to purchase land and hire an architect will be on the Annual Warrant.

In closing, I would like to thank all the members of my department who worked with me in carrying out the duties of the Police Department during the year and to the Board of Selectmen and all others who assisted us in any way, I am grateful.

Respectfully submitted,

EDWARD J. COLLINS, JR.

Chief of Police

REPORT OF THE PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE

TO THE HONORABLE BOARD OF SELECTMEN:

The Committee was appointed following the Town Meeting of March 1962 and was provided with a budget of \$1,000.

The Committee has worked to improve the observance of patriotic holidays and to promote interest in the proud history of the town.

The highlights of our activities are as follows:

DR. SAMUEL PRESCOTT RIDE — Sunday, April 8, 1962

Acton citizens on horseback and in horsedrawn carriages, participated at the invitation of the Concord Public Ceremonies and Celebrations Committee, in a daytime retracing of the route of Dr. Prescott, from the point on Lexington Road where he escaped the British, to the Wright Tavern in Concord. A pictorial map of the midnight ride was awarded all who participated.

EDUCATIONAL PROGRAM

Mrs. Robert Hunt presented a 40 minute talk to Acton-Boxborough school students regarding the fascinating history of Acton in Revolutionary times. During the entire period, she held their undivided attention, which was a very satisfying indication of the interest of our young people in their rich heritage of local history.

PRESENTATION OF THE FINAL MARKER OF THE LINE OF MARCH OF THE ACTON MINUTEMEN

Saturday, April 14, 1962

In a public ceremony held at the Old North Bridge, in cooperation with the Town of Concord, Mrs. Robert Hunt, Regent of Acton's Captain Isaac Davis Chapter of the Daughters of the American Revolution, presented the final marker of the Line of March of the Acton Minutemen, for placement at the Old North Bridge. Speakers included Mr. Arthur Lee, Chairman of Acton's Board of Selectmen, Mr. Herbert Wilkins of the Concord Board of Selectmen, Mr. Edward Small, Project Manager, Minuteman National Park, Dr. Francis MacDonald, Chairman of Concord's Public Ceremonies and Celebrations Committee, Miss Margaret Lothrop, historian, and founder of the Old North Bridge Society, the first chapter of the Children of the American Revolution, and Mr. R. A. Shamel, Chairman of Acton's Public Ceremonies and Celebrations Committee, as Master of Ceremonies.

MILITARY BALL — Wednesday, April 18, 1962

All Acton citizens were invited to attend the colorful pre-Patriots Day Military Ball held at the Concord Armory.

**FIRST REENACTMENT OF THE DR. PRESCOTT -
JOHN ROBBINS RIDE — Thursday, April 19, 1962**

The first reenactment of the rides of Dr. Prescott and John Robbins in Acton, followed the early morning time schedule of the original ride. Miss Gertrude Prescott, of the same family impersonated Dr. Prescott bringing the alarm at about 2 AM to Acton to the home of Captain John Robbins whose 13 year old son, John, impersonated by Roger Shamel, quickly mounted his horse and sped the alarm to Captain Isaac Davis' home on Hayward Road and on to Deacon Simon Hunt's home on Central Street calling Acton's Minutemen to their most important part in America's history. Meanwhile Dr. Prescott rode on to the Faulkner home in South Acton from whence more Acton Minutemen were called to the cause, and then on to Stow, spreading the alarm. At each place three flintlock musket shots were fired as rapidly as possible to duplicate the happenings of April 19th, 1775. Even at this hour the roadsides were lined with the cars of Acton and Concord citizens and other visitors who wanted to personally experience this first reenactment of this exciting episode of American history that took place right here in Acton.

PATRIOTS DAY — Thursday, April 19, 1962

Acton's celebration of Patriots Day centers around the retracing of the route of the Acton Minutemen under the command of Captain Isaac Davis who left the Isaac Davis homestead at about 6:45 AM on April 19, 1775 and marched to the muster field at Concord near the Old North Bridge. Here Captain Isaac Davis' immortal statement, "I haven't a man who's afraid to go" resulted in the placing of the Acton Minutemen at the head of the line which met the British and returned their fire in the first organized successful resistance to the British arms and the beginning of the American Revolution.

**HIGHLIGHTS OF 6 A.M. PROGRAM AT THE
ISAAC DAVIS HOMESITE**

Martial music by the ABRHS Band, Constantine Limberakis, Director. Prayer by Reverend Roger Wootton, Church of the Good Shepard. Presentation for the Town by Selectman Charles MacPherson of a flag to Scout Executive Ivan Wold who, as Scoutmaster of Acton's Troop 1, instigated in 1957 the first modern group retrac-

ing of The Line of March of the Acton Minutemen. Flag raising by Robert Hunt Jr. representing The Children of The American Revolution, Miss Margaret Lothrop, founder of the Children of The American Revolution, as honored guest. Placing of a wreath by the American Legion. Prayer by Reverend Justin Hartman Acton Center Congregational Church. Flintlock musket salute by The Sixth Massachusetts Continentals of Northampton. A historical review by Mrs. Porter Jenks. Presentation of markers for the historic Line of March of the Acton Minutemen by Mrs. Robert Hunt, Regent Captain Isaac Davis Chapter of the DAR. Recognition of Markers by Mr. Arthur Lee, Chairman of the Acton Board of Selectmen. Patriots Day Address by Francis C. MacDonald, Captain (MC) USNR, and chairman of the Public Ceremonies and Celebrations Committee of Concord. Presentation of Letters of Appreciation to Mrs. Robert Hunt by Raymond Shamel, chairman of the Public Ceremonies and Celebrations Committee. Beginning of the Annual Retracing of the Line of March of the Acton Minutemen with 876 people stepping off smartly to the music of The White Cockade, as played by Virginia Gillmore and John Pacy, attired in colonial costume and impersonating Luther Blanchard and Francis Barker, the fifer and drummer of the Isaac Davis Company. Enroute, the marchers, as in 1775, recieved the greeting of Reverend Swift, first minister of Acton, as impersonated in costume by Reverend Justin Hartman. Along the Line of March the "Minutemen of 1962" observed the Isaac Davis Trail Markers for which materials had been donated by the Leo Cunningham Family, cutting and painting done by the ABRHS Industrial Arts Department, and the final design and lettering by Mrs. Edward Noyes. The markers were located by Mr. John Loring, Chairman of the Planning Board, and erected by Boy Scouts of Troops 1, 2 and 284. Refreshments were served to the marchers at the Muster Field in Concord (Chairman Mrs. David Stonecliffe) and the account of what had happened there in 1775 was read from Phalen's History of Acton.

Concord graciously recognized Acton's massive and enthusiastic participation by sending their principal speaker, Mr. David Little to escort the Acton marchers, led by the colorful ABRHS Band, to a place of honor in the Old North Bridge Patriots Day Celebration. After these ceremonies Acton officials participated in reviewing the Parade and then all Acton marchers were provided with transportation to Acton through the cooperation of Laffin's Garage.

AFTERNOON PROGRAM

In the afternoon, the Acton Historical Society sponsored a Historical Display in the Town Hall (1775 items, Chairman Miss Katherine Kinsley), in the Acton Memorial Library (Civil War Dis-

play, Chairman Richmond Miller), and in the Acton Woman's Club (Acton Memorabilia, Chairman Mrs. Albert Jenks). Stories of Early Acton were told by one of Acton's oldest soldiers, Mr. Olive Wood. All who came were served delicious refreshments through the cooperation of the Acton Woman's Club, Mrs. A.A. Morrisette, President.

RINGING OF THE BELLS

Acton participated in the first recent National Celebration of Patriots Day by the Ringing of Bells Across the Nation. Acton observed Patriots Day in 1961 by a Ringing of Bells, reviving an Acton custom of many years standing.

EVENING PROGRAM

An Address was presented by Mr. Robert Ronsheim, Historian of the Minuteman National Park Project, at the Woman's Club.

MEMORIAL DAY CEREMONIES

Prior to Memorial Day, the Committee purchased and distributed to the Acton Cemeteries, geraniums and flags for the decoration of Soldiers Graves. Thru the fine cooperation of the Cemetery Commission, and Superintendent Fred Kennedy and his men, these were placed, cemetery flag poles were painted and a tree was removed which interfered with the ceremonies area.

Major Dorothy Wold was appointed Marshall of the March, the first time in Acton's history that a woman has been honored with this position. Mr. Sumner Zimmer was appointed Aide, and Mr. Clark McElvein Chairman of the Program. The Ceremonies began at 8:30 AM in Acton Center with a parade of Scouts, Veterans, Military Reserve Units, the Acton Fire Department, and sparked by the colorful Acton-Boxborough Regional High School Band. The Reverend Roger W. Wootton was the speaker at Acton Center where wreaths were placed by Acton scouts for the heroes of the Revolution, Civil War, Spanish American War (Our own Spanish American War Veteran, the beloved Oliver Wood attending as Honorary Marshall) World War I, World War II, and the Korean War.

The Parade proceeded to the beautiful Woodlawn Cemetery where Rev. Dean Starr was the speaker in an impressive ceremony punctuated by an honor salute fired by Company D, 110th Armor, Massachusetts National Guard, which participated in this way in the five Acton Ceremonies.

The parade was transported by bus to South Acton, reformed and marched to Quimby Square where Herbert W. Merriam spoke

of the naming of the square and Reverend Deane Lanphear gave a short address and led in prayer. A wreath was placed for Howard L. Quimby and a floral spray was cast upon the water in honor of Acton's Naval and Marine Corps heros. Refreshments supplied by the Committee were served by the South Acton Fire Company at the new fire station.

All marchers were then transported by bus to the Mount Hope Cemetery, where Reverend Clarence Rantala was the speaker and led in prayer.

The Memorial Day Parade proceeded to Edwards Square in West Acton where services were held at the Mead Triangle. The Reverend Father Edward J. McLaughlin led in Prayer. Commander Clark McElvein told of the naming of Edwards Square. Commander McElvein then announced the generous gift to Acton by the Mead Family, of the Mead Flag Pole and a Flag. The Mead Family was represented by Mrs. Francis V. Mead and Miss Priscilla E. Mead of Belmont, and by Mr. and Mrs. Varnum R. Mead and daughter Miss Patricia Mead of Lincoln. Mr. Varnum R. Mead personally presented the flag to an honor group of Boy Scouts who raised it to the top of the pole at exactly 12 noon, terminating the program exactly on schedule. From 12 to 12:30 music was provided by the chimes of the West Acton Baptist Church as played by Mrs. Richard W. Shaw.

FLAG DAY — June 14th

The highlight of Acton's Flag Celebration was the awarding of a beautiful etching of the historical treasures of Acton by the Captain Isaac Davis Chapter of the Daughters of the American Revolution to Dr. Francis MacDonald (Captain USNR MC) Chairman of Concords Public Ceremonies and Celebrations Committee, principal speaker of Acton's Patriots Day Program, and sparkplug of the recent great revival of appreciation of the wonderful historic background of this area. This etching was designed and excuted by Mrs. Edward Noyes of Acton and was a gift in the public interest. About 100 individuals, organizations and businesses were given certificates of appreciation for their outstanding contribution to Acton's Public Celebrations and Ceremonies Program. Those receiving rewards are listed in the Acton Memorial Library. The Captain Isaac Davis Chapter awarded over 800 scrolls to those who retraced on April 19, 1962, the Line of March of the Acton Minutemen. Miss McPeck, State Regent of the DAR expressed the appreciation of the State DAR for the exemplary activities of the Captain Isaac Davis Chapter and also the approval and appreciation of the State and National DAR for the patriotic public ceremonies and celebrations of Acton.

VETERANS DAY

November 11th (observed Monday, November 12th)

Acton's Veterans Day Program was an official Flag Retirement Ceremony on the Acton Common. More than 1000 flags were presented which were judged unfit for public display and were destroyed by burning as decreed by Congress. Sumner D. Zimmer, who had suggested the flag retirement program was presented with the new flag which had flown that day over the Isaac Davis Monument. Quoting the Beacon, "This surprise presentation was made at the conclusion of what is believed to be the first formal retirement of unserviceable flags ever held in this part of the country." The ceremony was sponsored by the Acton Public Ceremonies and Celebrations Committee, R. A. Shamel Chairman, with the cooperation of the Concord Public Ceremonies and Celebrations Committee, Jason Korell, Chairman." Following selections by the ABRHS Band under the direction of Constantine Limberakis, the Reverend Justin J. Hartman gave the invocation. Clark McElvein, Commander USNR acted as Master of Ceremonies. Commander George E. Neagle served as Marshall. Adjutants were Frederick Heyliger, Captain USA Retired, and Captain Arthur P. Charbonneau USAF. Sumner D. and Paul R. Zimmer of the Acton American Legion Post and Six Explorer Scouts received the flags for inspection from the assembled crowd. Flags were received from people as far away as New Hampshire and Malden and from as near as Groton and Stow. Acton Cub Scouts presented flags from all the cemeteries of Acton and Concord. Honored Guests included General Otis Whitney, Colonel John Mutty of Concord, General Kenneth Blood, Lt. Colonel Edward Higgins, Representing Governor Volpe, Actons Selectmen, John Finnegan representing Concords Selectmen, Captain Francis MacDonald (MC) (USNR), and Charles Byron and other representing Concord and Acton Veterans. Precisely at 11 AM the proceedings halted for the traditional salute to America's war dead, the blowing of taps and a rifle volley by Company D of the Massachusetts National Guard. The closing prayer was offered by Reverend William Keech.

CONCLUSION

The Committee has in cooperation with many public spirited individuals and organizations presented several programs for Acton. We have been pleased with the record breaking attendance rewarding these efforts and are grateful for this enthusiastic public support. We are most appreciative for the wholehearted support of the Selectmen, the Police and Fire Departments, the Cemetery Commission, the Public schools, particularly the ABRHS Band, and the Arts and Crafts De-

partment. The Acton Highway Department has shown a special effort in having public lawns and streets in perfect order at these times when our town has been on display. The outpouring of talent and plain hard work from well over 200 public spirited individuals has been heart warming. Our Patriots Day Program was televised throughout New England and beyond. Notice of newspaper copy regarding Actons activities were received from as far away as Cincinnati, Ohio.

A letter addressed to the National Commander of the DAR from Chairman R. A. Shamel and endorsed by the Acton Board of Selectmen, the Concord Board of Selectmen, and the Acton Public Ceremonies and Celebrations Committee in which the public spirited activities of Mrs. Robert Hunt, and Actons Captain Isaac Davis Chapter of the DAR in connection with Actons Patriots Day program were lauded, was read before the National Convention of both the DAR and the Children of the American Revolution. These activities and Acton's Patriots Day Program were later described in the above organizations nationally distributed magazine referring to the Isaac Davis Chapter as "The Little Chapter that Could".

The Committee is grateful for the assistance of TV and Radio personnel who publicized our activities and to the local newspaper people who, appreciative of our motives, gave space generously to the reporting of our programs. Specifically we would like to thank Mrs. Robert Wylie, 1962 Publicity Chairman, Mr. Frederick Capone, Editor of the Beacon, and Mr. Jason Korell, Editor of the Concord Free Press and Mr. Earle W. Tuttle, publisher of both the above papers.

Plans for '63 include a joint venture with Concord in the publication of a Historical Map Commemorative of The First Reenactment of the Dr. Prescott — John Robbins Ride, the reactivation of the Acton Minutemen and generally improved programs.

Respectfully submitted,

Acton's Public Ceromonies and Celebrations Committee

LOWELL CRAM

CLARK McELVEIN

RUSSELL HAYWARD

RAYMOND SHAMEL, *Chairman*

PERCY WOOD

RICHMOND MILLER

PUBLIC WORKS STUDY COMMITTEE

Acton, Massachusetts

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

The undersigned, appointed per Article #48 of Annual Town Meeting in 1961, as a Public Works Department Study Committee, have completed their work.

Since our joint meeting with you on September 27, 1961, we have considered the matter thusly:

Studied the methods and operation of the various departments of the Town, considering the present operation, and what improvements could accrue with their combination in a Public Works Department.

Studied Public Works Departments in other towns.

Contacted the Bureau of Government Research at the State University where extensive study has been made on this subject. We considered their findings in the various towns of the Commonwealth that have embraced the Public Works Department System.

The Committee's unanimous opinion is, that there will come a time in the future, when the Town would find it advantageous to establish a Public Works Department.

For the present, the establishment of a Public Works Department is not warranted; and, would only superimpose unnecessary expense on the Town.

The Committee found the various departments of the Town working efficiently for the Town and its best interest.

The Committee wishes to thank the various departments for their assistance in the preparation of this report.

DAVID L. MAY

ARTHUR E. HANSEN

WILLIAM L. CHIPMAN

Public Works Study Committee

REPORT OF RECREATION COMMISSION

TO THE HONORABLE BOARD OF SELECTMEN:

The Recreation Commission has expanded the planned playground program this past year by acquiring, through the cooperation of the Regional School Committee, the use of the regional field on Charter Road, increasing our number to four playground areas being operated in the town. The new playground was well attended and it is our hope to not only continue the use of existing areas but to expand this program whenever additional lands may become available in other locations.

In collaboration with the Acton School Committee, a basketball area was established at the Florence Merriam School which has proved successful, and, with the support of the same committee, the Red Cross Swimming Program was successfully organized and conducted under the direction of Mrs. John Ribiero.

The Recreation Commission is greatly indebted to Mrs. Ribiero for her able direction of this program in the past, and appreciates the fact that she has accepted an appointment from the Board of Selectmen as one of Acton's representatives to the new Swimming Council. This Council has been established to replace the Concord Red Cross Regional Water Safety Program which is being discontinued under their sponsorship. Through her efforts the water safety program will be continued and Acton's children will be assured of water safety instruction.

The Recreation Commission is appreciative of the cooperation and assistance received from Allen Nelson and the Street Department, Fred K. Hanack and the Engineering Department, the Conservation Commission, Acton and Regional School Committees, and all other departments of the Town of Acton who have come to our assistance during the year. Without their help, many of our projects would have been much more difficult, if not impossible, to attempt.

It is the hope of the Recreation Commission to increase and improve the recreational facilities in our town and it becomes increasingly evident as time goes by that more land for recreational use must be acquired if such a program is to keep pace with the town's growing population. We strongly concur with the multiple usage of present town owned lands for these programs wherever possible (i.e. school lands and fields, town forests, etc.), but if the people of Acton desire swimming facilities, skating areas, tennis courts, playgrounds, and other recreational programs, a site or sites must be acquired for the development of these goals. Recreational lands are not luxury areas. Without them Acton may one day have little more than the im-

mediate areas around the school buildings and other town buildings that can be used for public outdoor activities. We hope to arrive at a solution for some of these problems during 1963, and will appreciate the support of the townspeople with their continued interest and suggestions.

Respectfully submitted,

WILLIAM J. PHILLIPS
GLADYS K. MASON
RICHARD H. MURPHY
CHARLES W. PAPPAS
EDWARD W. FLANNERY

REPORT OF THE SEALER OF WEIGHTS AND MEASURES

TO THE HONORABLE BOARD OF SELECTMEN:

Town Hall
Acton, Massachusetts

Gentlemen:

I herewith submit my annual report as Sealer of Weights and Measures for the year ending December 31, 1962:

Total number of devices sealed	183
Sealing fees collected	\$152.00

Respectfully submitted,

GEORGE K. HAYWARD
Sealer of Weights and Measures

REPORT OF THE STREET LIGHT COMMITTEE

TO THE HONORABLE BOARD OF SELECTMEN:

We herewith submit our report for the year 1962.

On December 31, 1962, there were 444 street lights in the town as against 364 when this committee was formed in 1960.

Throughout the year, new lights have been installed in needed locations and in several existing cases lights have been replaced by higher lumen lamps.

We subscribe to the policy adopted with the formation of the

committee that new street lights will be installed only at street intersections, bad curves and locations designated hazardous by the Fire Chief, Police Chief or this committee.

Our suggested budget for 1963 includes a 3% increase of the 1962 street light bill. This 3% figure should not be exceeded unless it is necessary to provide lighting in an area designated as an industrial development.

We regret the resignation of John F. Neville from the committee. Mr. Neville who no longer resides in the town, contributed greatly to the early formation of the committee.

Leslie F. Parke has replaced Mr. Neville.

We extend to the Board of Selectmen our sincere appreciation for their cooperation during the year 1962.

Respectfully submitted:

JOSEPH F. BUSHELL, *Chairman*

BYRD D. GOSS

LESLIE F. PARKE

REPORT OF THE SUPERINTENDENT OF STREETS

TO THE HONORABLE BOARD OF SELECTMEN:

I herewith submit my report for the Highway Department for the year 1962.

During the year the usual maintenance work of sweeping, scraping, and patching of roads was carried on. With the ever increasing number of roads, the need for our own street sweeper is becoming evident. Rental equipment is expensive, can do only a limited number of streets, and cannot be obtained readily.

Chapter 81 roads that were resurfaced included Taylor Road, Piper Road, Chadwich Street, Parker Street, Hosmer Street, and a small portion of Concord Street. The majority of these streets are long and were greatly in need of widening, leveling, and hot topping of shoulders. This was followed by a coating of oil seal.

Hot topping and oil sealing under Chapter 90 Maintenance were completed on Central Street from Flerra's to the Boxboro line. High Street was oil sealed from Parker Street to Route 62.

Late in the fall Chapter 90 construction was started on Main Street. This included the section from Kelley Road to Kelley's Cor-

nor. The final top course of hot top, berm, sidewalk, and seeding will be completed in the spring. The banking at Coughlins which has been washed out several times will also be refinished in the spring. A new drop inlet was installed across from the Shopping Center to take care of the surface water from the slopes above.

The new Model 204 Trojan Loader arrived in mid summer. It is performing very well and is the backbone of the Highway Department.

The largest project of the drainage program in 1962 was the installation of an 18 inch trunk line for West Acton on Willow Street. This extended from Homestead Street to Central Street. Also on Willow Street at Traver's peat bog, two 24 inch culverts were installed to eliminate high water conditions across the road. Several hundred feet of 12 inch pipe and a catch basin were installed on Piper Road. Catch basins and manholes were placed at the intersection of Whittier Drive and Forest Road, Hayward Road at Rex, Concord Street near the cemetery, at the intersection of Smart and Townsend Roads, and at the intersection of School and Parker Streets. All of the catch basins, numbering over 600, were cleaned during the course of the summer.

The Town has acquired the new Frink snowplow which is serving us well. This replaces one of the old plows.

All of the playgrounds and Town Commons were maintained as usual. The playground in West Acton was filled in substantially with the excess fill excavated from the Chapter 90 construction on Main Street. It is hoped that this playground will be loamed and seeded in the spring.

The Town Dump has functioned well under the supervision of Arthur Conquest. A new fence has been erected in an effort to keep the debris within the dump. During the year the entrance and exit were combined into one wide road, and this was hot topped. A new gate was then installed.

I wish to express my sincere thanks to the Board of Selectmen for their patience and full cooperation and to all members of the Highway Department who have been most cooperative. In addition, my thanks to the Fire Chief, the South and West Water District, and the members of the Police Department.

Respectfully submitted,

ALLEN NELSON

Superintendent of Streets

REPORT OF THE FOREST COMMITTEE

TO THE HONORABLE BOARD OF SELECTMEN:

We herewith submit our report for the year 1962. Brush cutting was done along the fire lanes in the Texas lot. This area is presently being used by the Boy Scouts as a camping area. A similar use is being made of the Durkee lot in West Acton.

Brush cutting and burning was done on the area off Fort Pond Road to reduce the fire hazard.

Respectfully submitted,

ARNO H. PERKINS

EMERY NELSON

FRANKLIN H. CHARTER

Town Forest Committee

REPORT OF THE TREE WARDEN

TO THE HONORABLE BOARD OF SELECTMEN:

I herewith submit my report for 1962. Pruning of dead and weak branches has been done on the trees in several areas of the town. Maples in particular are dying back on the older streets.

A number of dead or dangerous trees were removed. Several of these were removed to facilitate road widening or better drainage.

More than 70 new trees were planted in 1962. Most of these were planted 10 or more feet from the street to reduce loss from street widening or sidewalks.

Our use of the former fire house on School St. increases the efficiency of the department. Our equipment is presently stored indoors.

Respectfully submitted,

FRANKLIN H. CHARTER

Tree Warden

REPORT OF THE VETERANS' AGENT

TO THE HONORABLE BOARD OF SELECTMEN:

Acton, Massachusetts

Gentlemen:

The year 1962 has been very busy. A marked decrease in the amount of money used for Veterans' Benefits has been accomplished by the following means. By making a good portion of Veterans' Benefits recipients self-supporting through the aid of Social Security and Veterans' Pensions. A number of applicants were sent to other towns as they have not received settlements in Acton as yet.

With World War I veterans coming of age for retirement, action has been stepped up considerably in the pension and hospitalization program.

Again I would like to remind all veterans to have their discharges recorded with me for safekeeping. There is no charge for this service done at the Town Hall on Tuesday evenings from 7:30 to 9:00 P. M.

I would also like this opportunity to thank all the following agencies: Police, Board of Health and Local physicians for their cooperation this past year.

Respectfully submitted,

IAN M. MOTT

*Veterans' Agent and
Director of Veterans' Service*

REPORT OF THE WELFARE BOARD

TO THE HONORABLE BOARD OF SELECTMEN:

Gentlemen:

Submitted herewith is the report of the BOARD OF PUBLIC WELFARE for the year 1962:

Old Age Assistance

We have aided 45 cases within this category this year.

Medical Assistance For The Aged

Under this category we have aided some cases on a sustaining basis and others during periods of hospitalization only. At present there are 8 cases in Nursing Homes or Chronic Hospitals.

Aid To Dependent Children

Ten families with a total of 28 children have been aided.

Disability Assistance

We have carried 5 cases under this program.

General Relief

Six cases have been aided either with temporary cash payment or on a sustaining basis for several months.

The following is a detailed analysis of the expenditures for the years 1962:

OLD AGE ASSISTANCE

Amount paid to Acton residents	\$44,226.36	
Amount paid to Acton cases elsewhere	896.43	

		\$45,122.79
Federal share	\$23,754.60	
State share	16,900.81	
Receipts from other towns	566.33	41,221.74
	-----	-----
Net cost to Acton		\$ 3,901.05

MEDICAL ASSISTANCE FOR THE AGED

Amount paid to Acton residents		\$16,918.65
Federal share	\$ 7,846.71	
State share	5,761.13	13,607.84
	-----	-----
Net cost to Acton		\$ 3,310.81

AID TO DEPENDENT CHILDREN

Amount paid to Acton residents		\$ 6,997.31
Federal share	\$ 4,629.00	
State share	2,192.12	6,821.12
	-----	-----
Net cost to Acton		\$ 176.19

DISABILITY ASSISTANCE

Amount paid to Acton residents		\$ 8,631.58
Federal share	\$ 1,776.60	
State share	4,655.55	6,432.15
	-----	-----
Net cost to Acton		\$ 2,199.43

GENERAL RELIEF

Amount paid to Acton residents	\$ 2,367.35
Estimated recovery from other towns	1,882.80
	<hr/>
Net cost to Acton	\$ 484.55

RECOVERY of 1957 expenditure under GENERAL RELIEF	\$ 1,967.68
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ACTON share of NASHOBA DISTRICT ADMINISTRATION	\$ 1,800.00
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ESTIMATED EXPENDITURES FOR 1963

PUBLIC ASSISTANCE	\$45,000.00
NASHOBA DISTRICT ADMINISTRATION	1,800.00

Respectfully submitted,
RAYMOND A. GALLANT
LOSSIE E. LAIRD
CLINTON S. CURTIS

REPORT OF WORKMEN'S COMPENSATION AGENT

TO THE HONORABLE BOARD OF SELECTMEN:

For the year ending December 31, 1962 there were twelve accidents reported, in the following respective departments.

Highway Dept.	5	Board of Health	1
Cemetery Dept	2	Recreation Comm.	1
Town Engineer	1	School Dept.	2

All of these required medical attention but only two lost any time from work, one of these being of a debatable serious nature. All others have been settled satisfactorily.

Respectfully submitted,
THERON A LOWDEN
Compensation Agent

SECTION E

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REPORT OF THE TOWN ACCOUNTANT

To THE HONORABLE BOARD OF SELECTMEN:

The reports that are submitted with this letter represent a summary of the disbursements authorized during the year, and a Balance Sheet of the Town on December 31, 1962.

The 1963 amortization for the bonded indebtedness of the Town, and Acton's share of the Regional School District bond amortization are:

South Acton Fire House	\$ 12,000.00
Julia McCarthy Elementary School	15,000.00
Julia McCarthy School Addition	15,000.00
Florence Merriam Elementary School	45,000.00
Regional School District	42,370.00

	\$129,370.00

The accounts of the Treasurer, Collector and Manager of the School Cafeteria have been verified, and I have reviewed the various trust funds in the custody of the Treasurer and Trustees.

Respectfully submitted,
DONALD O. NYLANDER
Town Accountant

BALANCE SHEET**December 31, 1962****Assets****Cash:**

General Funds	\$417,705.20	
Petty Cash Funds	70.00	\$417,775.20

Accounts Receivable:**Taxes**

Levy of 1958

Real Estate	\$ 19.50	
Personal Property	312.00	331.50

Levy of 1959

Real Estate	\$ 63.75	
Personal Property	300.00	363.75

Levy of 1960

Real Estate	\$ 2,223.00	
Poll	2.00	
Personal Property	380.00	2,605.00

Levy of 1961

Real Estate	\$ 10,468.16	
Poll	38.00	
Personal Property	380.00	10,886.16

Levy of 1962

Real Estate	\$ 39,390.09	
Poll	220.00	
Personal Property	5,292.28	44,902.37

Motor Vehicle Excise:

Levy of 1960	\$ 1,056.28	
Levy of 1961	2,674.88	
Levy of 1962	37,059.34	40,790.50

Tax Titles

\$ 445.09

Tax Possessions

367.73

812.82

Departmental:

Planning Board	\$ 50.00
School	271.61
Veterans' Aid	2,154.99
Old Age Assistance	313.25
Aid to Dependent	
Children	778.47
General Relief	48.50

Cemetery	429.00	
Highway	891.64	
Fire	356.25	5,293.71
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Aid to Highways:		
State	\$ 19,525.41	
County	3,002.49	22,527.90
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		\$546,288.91
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Deferred Revenue Accounts

Apportioned Street Assessments not Due	\$ 2,685.86
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Debt Accounts

Net Funded or Fixed Debt	\$863,000.00
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	<hr/>

Trust Accounts

Trust Funds — Cash and Securities:	
In custody of Town Treasurer	\$450,900.57
In custody of Trustees	3,465.54
	<hr/>
	\$454,366.11
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Liabilities and Reserves

Employees' Payroll Deductions:	
Federal Taxes	\$ 601.00
State Taxes	2,257.69
Massachusetts Hospital-Medical Service	537.08
Massachusetts Teachers'-Retirement System	24.75
Middlesex County Retirement System	2,016.40
Group Life Insurance	67.63
	<hr/>
	\$ 5,504.55
Guarantee Deposits:	
Board of Appeals	5.86
Planning Board	136.50
Contracts	1,000.00
	<hr/>
	1,142.36
Unclaimed Checks	279.76
Trust Fund Income Transfer Balances Unexpended	
Cemetery-Perpetual Care	504.75
Susan Noyes Hosmer	982.82

Luke Blanchard	40.90
J. Roland Wetherbee	50.43
Georgia Whitney	51.26
Hoit and Scott	35.51
Henry S. Raymond	73.01
Frank Knowlton	44.56
Robert I. Davis	54.65
Sarah A. Watson	31.81
Carrie F. Wells	40.05
George T. Ames	19.71
Mrs. Harry O'Neil	21.80
A.B. Conant	17.35
Library-Wilde Memorial	207.40

2,176.01

Federal Grants:

Welfare Administration	356.06
Old Age Assistance	26,269.69
Medical Aid	7,627.13
Aid to Dependent Children	7,503.43
Disability Assistance	4,806.97
Public Law 815-School	819.68
Public Law 874-School	22,325.05

69,708.01

Revolving Fund—School Department:

Cafeteria	5,642.17
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Unexpended Appropriation Balances:

Article 39 (1958) Archives Committee	1,000.00
Conservation Commission	481.50
Article 53 Assessors Map	1,924.18
Article 51 Gas Disposal Unit	250.00
Article 50 Office Renovation	\$ 4,015.00
Article 58 Martin Street Fire Alarm Extension ..	4,400.00
Article 60 Hydrant-Pope Road	1,000.00
Article 64 Protective Equipment-	
Auxiliary Fire Department	435.00
Article 15 (1960) Building Committee -	
South Fire House	1,041.86
Town Forest Committee	500.00
Article 29 (1960) Town Dump Addition	1,000.00
Chapter 90 Construction	11,626.49
Article 40 Parker Street Intersection	1,200.00
Article 4 (1962 STM) Tank and Pump.	250.00
Article 5 (1962 STM) Sand Spreader	1,800.00
Article 29 (1961) Martin Street	
Culvert and Bridge	2,500.00
Article 37 Sidewalk-Main Street	863.85
Julia McCarthy School Addition, Architect	3,543.50
Julia McCarthy School, Addition, Construction ..	15,041.56
1963 Elementary School-Building Committee	15,000.00
Article 55 Operate, Repair and Maintain	
Citizen's Library-West Acton	256.79

Article 46 Woodlawn Cemetery	2,000.00	
Mount Hope Oiling	294.02	
Mount Hope Clearing and Grading	2,000.00	
Article 31 (1960) Cemeteries Layout	200.00	
Article 43 Conservation Fund	6,455.45	
Civil Defense, Gonset Rigs	625.00	
Civil Defense, Power Unit	300.00	
		<hr/>
		\$ 80,004.20
Cemetery Land Fund		3,505.35
Road Machinery Fund		12,196.45
County Dog License Fees		206.00
Court Judgement		1,250.00
Bond Forfeiture—Construction and Development Corp.		29.00
Over-estimates, 1962 Assessments:		
Middlesex County Tax	\$ 127.50	
Middlesex County Hospital	1,259.25	
State Parks	308.62	1,695.37
		<hr/>
Revenue reserved until collected:		
Motor Vehicle and Trailer Excise	\$ 40,790.50	
Tax Titles and Possessions	812.82	
Departmental	5,293.71	
State and County Aid to Highways	22,527.90	69,424.93
		<hr/>
Overlays reserved for abatements:		
Levy of 1958	\$ 331.50	
Levy of 1959	363.75	
Levy of 1960	2,605.00	
Levy of 1961	\$ 10,886.16	
Levy of 1962	8,853.75	\$ 23,040.16
		<hr/>
Overlay Surplus — Reserve Fund		23,448.06
Reserve for Petty Cash Funds		70.00
Surplus Revenue		\$246,966.53
		<hr/>
		\$546,288.91
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Deferred Revenue Accounts

Apportioned Street Assessment Revenue	
due 1963 to 1966, inclusive	\$ 2,685.86
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Debt Accounts

Inside Debt Limit:			
Elementary School — Florence A. Merriam	\$165,000.00		
Elementary School — Julia McCarthy	40,000.00		
Addition to Julia McCarthy School	60,000.00		
South Fire House	48,000.00	\$313,000.00	
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Outside Debt Limit:			
Elementary School — Florence A. Merriam	\$450,000.00		
Elementary School — Julia McCarthy	\$100,000.00	550,000.00	
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		\$863,000.00	
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Trust Accounts

In custody of Town Treasurer:			
Charity Funds —			
Elizabeth M. White		S 27,341.98	
Georgia E. Whitney		14,264.90	
Betsy M. Ball		14,806.06	
Varnum Tuttle Memorial		11,058.29	
Cemetery Funds —			
Henry S. Raymond — Monument		1,124.29	
Henry S. Raymond — Care		2,501.47	
Hoit and Scott		671.80	
J. Roland Wetherbee		13,013.97	
Perpetual Care		108,595.79	
Luke Blanchard		2,541.87	
Frank C. Hayward		1,502.53	
Georgia E. Whitney		1,873.05	
Susan Noyes Hosmer		99,011.48	
Dr. Robert I. Davis		1,105.68	
Frank R. Knowlton		1,153.73	
George T. Ames		499.09	
Mrs. Harry O'Neil		403.85	
Carrie F. Wells		3,348.07	
Sarah A. Watson		2,799.83	
A. B. Conant Family		1,076.66	
Library and Educational Funds —			
Acton High School		4,520.94	
Wilde Memorial		33,112.72	
Georgia E. Whitney		16,587.43	
Firemen's Relief Funds —			
Acton		10,946.14	
West Acton		1,091.51	
Stabilization Fund		75,946.44	
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		\$450,900.57	
In custody of Trustees:			
Charlotte Goodnow		3,465.54	
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		\$454,366.11	
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SUMMARY OF APPROPRIATIONS AND DISBURSEMENTS

January 1, 1962 to December 31, 1962

	Appropriated or Available	Disbursed or Transferred	Balance
GENERAL GOVERNMENT			
Moderator	\$ 75.00	\$	\$
R	15.00	90.00	—
Finance Committee	125.00		
R	15.00	137.45	2.55
Selectmen:			
Salaries	1,425.00	1,425.00	—
Expense	2,450.00	1,434.90	1,015.10
Town Office —			
Clerical Pool — Wages	22,085.00	20,513.36	1,571.64
Legal Services —			
Board of Selectmen	750.00	750.00	—
Town Accountant:			
Salary	1,895.00	1,895.00	—
Expense	400.00	399.60	.40
Treasurer:			
Salary	3,120.00	3,120.00	—
Expense	1,000.00	880.01	119.99
Town Collector:			
Salary	2,615.00	2,615.00	—
Expense	1,300.00	1,266.21	33.79
Assessors:			
Salaries	4,690.00	4,685.81	4.19
Expense	1,000.00		
R	300.00	1,293.45	6.55
Town Clerk:			
Salary	1,892.00	1,892.00	—
Expense	500.00		
R	30.00	526.02	3.98
Elections and Registrations:			
Salaries and Wages	3,250.00		
S	500.00	3,452.68	297.32
Expense	2,000.00	1,526.81	473.19
Planning Board:			
Expense	1,500.00	1,434.50	65.50
Guarantee Deposits	98.75 A	98.75	
C	225.00	88.50	136.50
Board of Appeals:			
Expense	50.00	6.00	44.00
Guarantee Deposits	38.24 B		
C	64.00	96.38	5.86
Archives Committee —			
Expense	150.00	11.00	139.00
Extra Legal Services	2,000.00	69.50	1,930.50

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Industrial Development			
Commission	500.00	104.46	395.54
Engineering Department:			
Salaries and Wages	14,410.00	14,280.32	129.68
Expense	2,450.00	2,336.13	113.87
		A 98.75	
Total General Government	\$ 72,917.99	\$ 66,330.09	\$ 6,489.15

BUILDINGS AND GROUNDS

Maintenance:			
Salaries and Wages	\$ 5,105.00	\$ 4,989.68	\$ 115.32
Expense	6,535.00	6,395.49	139.51
Total Buildings and Grounds	\$ 11,640.00	\$ 11,385.17	\$ 254.83

PROTECTION OF PERSONS AND PROPERTY

Police:			
Salaries and Wages	\$ 50,615.00		
	S 500.00	\$ 50,652.03	\$ 462.97
Expense	7,675.00	6,940.28	734.72
Article 35 Cruisers	4,500.00	4,350.24	149.76
Article 34 — New			
Police Officer	2,500.00	1,136.96	
		S 500.00	863.04
Fire:			
Salaries and Wages	17,510.00		
	S 2,250.00	19,654.83	105.17
Expense	11,135.00	10,573.32	561.68
Fire Alarm System:			
Salaries and Wages	6,455.00	6,429.65	25.35
Expense	2,900.00	2,883.09	16.91
Hydrant Rental	12,600.00	12,600.00	—
Article 42 — Water Extension			
to Dump	200.00	107.50	92.50
Sealer of Weights and Measures:			
Salary and Travel	365.00	365.00	—
Expense	50.00	48.08	1.92
Moth Department:			
Wages	3,825.00	3,823.38	1.62
Expense	1,700.00	1,666.14	33.86
Town Forest Maintenance	100.00	62.40	37.60
Shade Tree Replacement	425.00	425.00	—
Tree Warden:			
Wages	3,210.00	3,173.64	36.36
Expense	1,520.00	1,496.06	23.94
Wire Inspector:			
Salary and Travel	2,000.00	1,976.25	23.75
Expense	100.00	19.15	80.85

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Building Inspector:			
Salary and Travel	4,000.00	3,845.25	154.75
Expense	150.00	38.30	111.70
Dog Officer:			
Wages and Travel	520.00	520.00	—
Building Committee	50.00		
R	275.00	55.78	269.22
Civil Defense	360.00	188.08	171.92
Total Protection of		\$ 500.00	
Persons and Property\$	137,490.00	\$ 133,030.41	\$ 3,959.59

HEALTH AND SANITATION

Health:

Salaries:

Board	\$ 275.00	\$ 275.00	\$ —
Secretary	810.00	810.00	—
Town Nurse	4,315.00		
R	275.00	4,537.75	52.25
Assistant Nurse	730.00	490.60	239.40
Agent and Assistant Agent	4,520.00	4,218.28	301.72
Expense:			
Board	1,500.00	1,321.67	178.33
Town Nurse	1,210.00	1,210.00	—
Medical Supplies	250.00		
R	100.00	348.53	1.47
Laboratory Fees	500.00	500.00	—
Hospitals and Sanitoriums	1,500.00		
R	452.85	1,452.00	500.85
School Clinics	1,000.00		
R	448.00	1,296.60	151.40
Garbage	11,765.00	11,765.00	—
Inspector of Animals:			
Salary	150.00	150.00	—
Expenses	30.00	25.50	4.50
Plumbing Inspectors	2,400.00	1,990.00	410.00
Mosquito Control	4,500.00	2,578.00	1,922.00
Total Health and Sanitation\$	36,730.85	\$ 32,968.93	\$ 3,761.92

HIGHWAYS

Village Highways	\$ 5,500.00	\$ 5,336.87	\$ 163.13
Chapter 81 Highways	13,575.00		
G	18,425.00	31,381.24	618.76
Chapter 90 Highways —			
Maintenance	2,000.00		
G	3,000.00	4,996.95	3.05
Snow Removal	32,500.00	30,409.17	2,090.83
Traffic Signs and Lines	3,075.00	3,073.42	1.58

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Vacations and Holidays	2,620.00	2,581.20	38.80
Highway Machinery			
Maintenance	6,500.00		
	R 2,500.00		
	S 500.00	8,967.15	532.85
Street Lighting	15,175.00	14,835.64	339.36
Chapter 90 Highways —			
Construction	B 11,097.89		
	6,850.00		
	G 20,550.00	26,871.40	11,626.49
Sidewalk Maintenance	800.00	—	800.00
Drainage	12,000.00	11,915.26	84.74
Town Dump	6,070.00	6,058.94	11.06
Total Highways	S 162,737.89	\$ 146,427.24	\$ 16,310.65

CHARITIES

Welfare District Administration ..S	1,800.00	S	1,800.00	\$	—
Welfare Board —					
Federal FundsB	60.35				
	G	402.08	275.00		210.12
	A	22.69			
Disability AssistanceB	758.05	A	1.86		
	G	2,033.10	2,982.32		
	A	5,000.00			4,806.97
Old Age AssistanceB	30,963.99	A	22.69		
	G	24,257.80	28,929.41		26,269.69
Aid to Dependent ChildrenB	14,967.79	A	5,002.55		
	G	4,535.50	6,997.31		7,503.43
Medical AidB	5,529.12				
	G	7,937.09	A	6.94	
			5,832.14		7,627.13
Public AssistanceS	55,000.00		35,402.10		19,597.90
		A	5,034.04		
Total CharitiesS	153,267.56	S	82,218.28	S	66,015.24

VETERANS' AID

Veterans' Benefits:			
Aid	\$ 12,500.00	\$ 2,750.00	
		4,478.96	\$ 5,271.04
Agent's Salary	1,575.00	1,575.00	—
Agent's Expense	275.00	248.18	26.82
		<u>\$ 2,750.00</u>	
Total Veterans' Aid	\$ 14,350.00	\$ 6,302.14	\$ 5,297.86

RECREATION

Wages	\$	1,440.00	\$	1,440.00	—
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	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Expense	500.00	498.23	1.77
Water Safety Program	600.00	600.00	—
Article 66 — Relocate Playground Fence	400.00	400.00	—
Total Recreation	\$ 2,940.00	\$ 2,938.23	\$ 1.77

EDUCATION

Instruction			
Local	\$ 323,244.00	\$ 15,000.00	
		294,357.46	\$ 13,886.54
Regional	264,274.31	264,274.31	—
Textbooks and Supplies			
Local	23,632.00	21,428.55	2,203.45
Regional	16,836.64	16,836.64	—
Plant Operation			
Local	37,275.00	37,273.60	1.40
Regional	33,958.12	33,958.12	—
Blanchard Auditorium			
Local	9,100.00	9,090.90	9.10
Regional	5,362.56	5,362.56	—
Maintenance			
Local	3,100.00	3,100.00	—
Regional	2,233.03	2,233.03	—
Auxiliary Agencies			
Local	34,850.00	33,469.20	1,380.80
Regional	14,515.59	14,515.59	—
General Control			
Local	10,150.00	9,905.67	244.33
Regional	10,757.66	10,757.66	—
Outlay			
Local	2,960.00	2,837.90	122.10
Regional	2,030.69	2,030.69	—
Contingency Fund			
Local	1,000.00	930.46	69.54
Regional	350.86	350.86	—
Other Regional:			
Transportation	14,445.20	14,445.20	—
Athletic Fund	2,957.62	2,957.62	—
Cafeteria	B 5,730.85		
	C 54,211.67	54,300.35	5,642.17
Vocational Tuition and Transportation	4,500.00		
	R 110.66	4,610.66	—
Elementary School — Construction	B 729.33	S 729.33	—
School Maintenance — Federal P. L. 815	B 819.68	—	819.68

		<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
School Maintenance —				
Federal P. L. 874	B	25,136.44		
	G	19,075.00	21,886.39	22,325.05
High School Library Fund	C	228.40	228.40	—
Julia McCarthy School				
Addition				
Architect	B	3,543.50	—	3,543.50
Construction	B	65,000.00		
	T	729.33		
	D	60,000.00	110,687.77	15,041.56
1963 Elementary School	S	15,000.00	—	15,000.00
			<u>S 15,729.33</u>	
Total Education		\$1,067,848.14	S 971,829.59	S 80,289.22

LIBRARIES

Salaries and Wages	\$	7,390.00	S 7,326.12	S 63.88
Expense		1,760.00		
	R	116.23	1,876.23	—
Books	B	43.70		
		2,400.00		
	T	1,685.83	3,922.13	207.40
Total Libraries	S	13,395.76	S 13,124.48	S 271.28

CEMETERIES

Salaries and Wages	S	15,955.00	S 14,838.80	S 1,116.20
Expense		3,050.00	2,995.11	54.89
Funds:				
Perpetual Care	B	302.30		
	T	1,500.00	1,297.55	504.75
Hosmer	B	370.22		
	T	2,000.00	1,387.40	932.32
Blanchard	B	3.50		
	T	62.50	25.10	40.90
Wetherbee	B	5.08		
	T	100.00	54.65	50.43
Raymond	B	37.59		
	T	50.00	14.58	73.01
Whitney	B	66.26	15.00	51.26
Knowlton	B	21.56		
	T	25.00	2.00	44.56
Davis	B	35.95		
	T	25.00	6.30	54.65
Watson	B	33.51		
	T	25.00	26.70	31.81
Wells	B	24.35		
	T	25.00	9.30	40.05
Conant	B	17.35	—	17.35
Ames	B	19.71	—	19.71

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Hoit and ScottB	16.81		
T	25.00	6.30	35.51
O'NeillB	25.00	3.20	21.80
Total Cemeteries\$	23,821.69	\$ 20,681.99	\$ 3,139.70

OTHER CLASSIFIED EXPENSES

Town Reports\$	3,300.00	\$ 3,115.43	\$ 184.57
Workmen's Compensation	4,500.00	3,802.00	698.00
Surety Bonds	700.00	679.80	20.20
Group Insurance and Blue Cross - Blue Shield	6,500.00		
R	168.29	6,668.29	—
Fire Insurance - Town Buildings	8,775.00	7,830.03	944.97
Boiler and Machinery Insurance	700.00	640.92	59.08
Motor Vehicle Liability Insurance	3,295.00	2,899.84	395.16
Public Ceremonies and Celebrations	1,000.00	923.55	76.45
Miscellaneous	1,000.00	467.06	532.94
Money and Securities All Risks	150.00	135.00	15.00
Total Other Classified Expenses\$	30,088.29	\$ 27,161.92	\$ 2,926.37

PENSIONS

Pension Fund\$	11,313.00	\$ 11,313.00	\$ —
Pension Fund Expense	636.98	636.98	—
Military Service Fund	6.17	6.17	—
Total Pensions\$	11,956.15	\$ 11,956.15	\$ —

AMORTIZATION OF DEBT AND INTEREST

McCarthy Elementary School:			
Debt	\$ 15,000.00	\$ 15,000.00	\$ —
Interest	3,100.00	3,100.00	—
New Elementary School:			
Debt	45,000.00	45,000.00	—
Interest	23,760.00	23,760.00	—
Regional School:			
Debt	42,370.00	42,370.00	—
Interest	38,707.75	38,707.75	—
West Fire House:			
Debt	12,000.00	12,000.00	—
Interest	396.00	396.00	—
South Fire House:			
Debt	12,000.00	12,000.00	—
Interest	1,500.00	1,500.00	—

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Anticipation of Revenue			
Notes:			
Interest	600.00	417.85	182.15
Miscellaneous Interest	800.00	—	800.00
Total Amortization of Debt and Interest Requirements....	\$ 195,233.75	\$ 194,251.60	\$ 982.15
SPECIAL ARTICLES			
Article 6 (1960)			
Conservation CommissionB\$	200.00		
	400.00	\$ 118.50	\$ 481.50
Article 29 (1960)			
Town Dump Addition	1,000.00	—	1,000.00
Article 15 (1960)			
Building Committee			
South Fire House	87.07 A	1,200.00	
	B 2,680.79	526.00	1,041.86
Article 4 (1960 STM 12-12)			
Town Hall Heating SystemB	81.84	—	81.84
Article 11 (1961)			
Office Furniture	60.54	60.54	—
Article 15 (1961)			
Library Painting	50.00	50.00	—
Article 16 (1961)			
Library Furniture	73.84	69.62	4.22
Article 17 (1961)			
South Fire House			
Construction	17,842.26 A	87.07	—
	A 1,200.00	18,955.19	—
Article 23 (1961)			
Records — Registry			
of Deeds	225.15	225.15	—
Article 28 (1961)			
Town Hall Clock	750.00	—	750.00
Article 29 (1961)			
Culvert and Bridge,			
Martin Street	2,500.00	—	2,500.00
Article 44 (1961)			
Fire Alarm Extension —			
Robbins Road	2,900.00	2,863.00	37.00
Article 45 (1961)			
Fire Alarm Extension —			
Ethan Allen Drive	400.00	350.00	50.00
Article 46 (1961)			
Fire Alarm Extension —			
Oakwood and Pinewood Roads	600.00	500.00	100.00
Article 7 (1962)			
School Land — Kazokas	8,000.00	8,000.00	—

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Article 8 (1962)			
School Land — Jenks	31,250.00	31,175.00	75.00
Article 9 (1962)			
Drainage Survey	3,700.00	3,700.00	—
Article 16 (1962)			
Demolish Center School	2,376.00	1,475.00	901.00
Article 37 (1962)			
Sidewalk — Main Street	2,862.75	1,998.90	863.85
Article 38 (1962)			
Snow Plow	850.00	770.00	80.00
Article 39 (1962)			
Shovel Loader	18,350.00	14,016.42	4,333.58
Article 40 (1962)			
Parker St. Intersection	1,200.00	—	1,200.00
Article 43 (1962)			
Conservation Fund	6,455.45	—	6,455.45
Article 45 (1962)			
Cemetery Dept. Truck	3,000.00	2,988.00	12.00
Article 49 (1962)			
Office Furniture & Equipment	1,750.00	1,726.25	23.75
Article 50 (1962)			
Office Remodeling	5,000.00	985.00	4,015.00
Article 51 (1962)			
Gas Disposal Unit	250.00	—	250.00
Article 53 (1962)	3,500.00	1,575.82	1,924.18
Article 55 (1962)			
Citizens Library—Maintain	300.00	43.21	256.79
Article 56 (1962)			
Citizens Library—Operate	300.00	300.00	—
Article 57 (1962)			
Stabilization Fund	10,000.00	10,000.00	—
Article 58 (1962)			
Fire Alarm Extension			
Martin Street	4,400.00	—	4,400.00
Article 59 (1962)			
Emergency Generator	1,900.00		
R	.40	1,900.40	—
Article 60 (1962)			
Hydrant — Pope Road	1,000.00	—	1,000.00
Article 61 (1962)			
Library Catalog Unit — Etc.	492.00	489.90	2.10
Article 62 (1962)			
Sign-o-meter-Treasurer	385.00	382.50	2.50
Article 64 (1962)			
Raincoats and Boots —			
Auxiliary Fire Dept.	435.00	—	435.00
Article 1 (1962 STM 12-17)			
Stabilization Fund	63,500.00	63,500.00	—

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Article 4 (1962 STM 12-17)			
Tank and Pump	250.00	—	250.00
Article 5 (1962 STM 12-17)			
Sand Spreader	1,800.00	—	1,800.00
	<u> A </u>	<u> </u>	<u> </u>
	\$ 204,358.09	\$ 168,744.40	\$ 34,326.62
	<u> A </u>	<u> </u>	<u> </u>
		6,419.86	
	<u> S </u>	<u> </u>	<u> </u>
		18,979.33	
Total of all Departmental Items	\$2,138,776.16	\$1,889,350.62	\$ 224,026.35
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

AGENCY AND TRUST

Agency:

State Audit of Municipal	
Accounts	\$ 1,289.41
State Parks and Reservations	3,216.22
Middlesex County Tax	19,246.22
Middlesex County Hospital	
Assessment	3,470.70
Middlesex County Dog Licenses	1,984.25
Federal Withholding Taxes	90,056.95
State Withholding Taxes	7,529.24
Massachusetts Hospital Service	6,038.74
Middlesex County Retirement	
Association	9,729.23
Massachusetts Teachers'	
Retirement Fund	14,994.33
Acton Teachers' Insurance	904.60
Acton Employee Life Insurance	657.76

Trust:

Charity	1,726.00
Cemeteries	1,225.00
Firemen's Relief Fund	520.00
Library	2,000.00
Trust Fund Income	12,647.47

Refunds:

Taxes	12,627.97
Board of Health	37.50
Building Permits	379.50
Guarantee Deposits	250.00

Anticipation of Revenue Note 100,000.00

Bond Forfeiture —

Construction Development Corp	2,081.00
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Total Agency and Trust \$ 292,612.09

	<i>Appropriated or Available</i>	<i>Disbursed or Transferred</i>	<i>Balance</i>
Grand Total of all Cash			
Disbursements		\$2,181,962.71	
		<hr/>	
Treasurer's Report — Paid Selectmen's			
Orders for 1962		\$2,182,271.76	
Less — Checks Canceled		309.05	
		<hr/>	
Net Payments, as above		\$2,181,962.71	
		<hr/>	

KEY TO ALPHABETICAL DESIGNATIONS

- A—Audit adjustments
- B—Balance from previous year
- C—Cash Receipts
- D—Debt Increase
- G—Grants from Federal, State and County funds
- R—Reserve Fund Transfers
- S—Transfer authorized at Special Town Meetings
- T—Trust Fund transfers

ASSESSORS REPORT — 1962

TO THE HONORABLE BOARD OF SELECTMEN:

Taxes Assessed as follows:

Building exclusive of land	\$11,978,110.00
Land	1,331,050.00
Personal	870,565.00
	<hr/>
TOTAL VALUATION	\$14,179,725.00
Valuation - January 1, 1961	\$12,910,915.00
Increase in Valuation	\$ 1,268,810.00
Rate of Taxation - \$82.00 per \$1,000.	
Real Estate	\$1,091,351.12
Personal Estate	71,386.33
Polls	4,412.00
TOTAL TAXES ASSESSED ..	\$ 1,167,149.45
	<hr/>

Amount of Money Raised:

State Parks and Reservations	\$ 3,524.84
State Audit and Municipal Accounts	1,289.41
County Tax	19,373.72

Tuberculosis Hospital Grant	4,729.95	
Town Grant	1,108,920.33	
Overlay	29,311.20	
		\$ 1,167,149.45

Motor Vehicle and Trailer Excise:

Number of Vehicles Assessed —	5352
Commissioner's Value of Motor	
Vehicles and trailers	\$3,783,685.00
Rate of Excise —	\$66.00
Total Excise	210,225.41
Added Excise of 1961	29,336.37
Number of Vehicles — Added Excise —	1053
Value of Vehicles — Added Excise ..	986,590.00

Respectfully Submitted,
JAMES W. BAKER,
CARL C. FLINT,
DEWEY E. BOATMAN
Board of Assessors.

TOWN COLLECTOR'S REPORT

TO THE HONORABLE BOARD OF SELECTMEN

I herewith submit my report for the year 1962.

Personal Property Taxes - 1956		
Outstanding January 1, 1962	\$	172.00
Payments to Treasurer	\$	172.00
Outstanding December 31, 1962		0.00
	\$	172.00

Personal Property Taxes - 1957		
Outstanding January 1, 1962	\$	288.00
Payments to Treasurer	\$	288.00
Outstanding December 31, 1962		0.00
	\$	288.00

Poll Taxes - 1958

Outstanding January 1, 1962		\$	6.00
Abatements	\$	6.00	
Outstanding December 31, 1962		0.00	
		\$	6.00

Personal Property Taxes - 1958

Outstanding January 1, 1962		\$	1,045.20
Payments to Treasurer		0.00	
Abatements	\$	733.20	
Outstanding December 31, 1962		312.00	
		\$	1,045.20

Real Estate Taxes - 1958

Outstanding January 1, 1962		\$	19.50
Payments to Treasurer		0.00	
Outstanding December 31, 1962	\$	19.50	
		\$	19.50

Poll Taxes - 1959

Outstanding January 1, 1962	\$	10.00	
Commitment per warrant		2.00	
		\$	12.00
Payments to Treasurer	\$	2.00	
Abatements		10.00	
Outstanding December 31, 1962		0.00	
		\$	12.00

Personal Property Taxes - 1959

Outstanding January 1, 1962		\$	1,005.00
Payments to Treasurer		0.00	
Abatements	\$	700.00	

Outstanding Decmeber 31, 1962	300.00	
		\$ 1,005.00

Real Estate Taxes - 1959

Outstanding January 1, 1962		\$ 1,330.00
Payments to Treasurer	\$ 1,266.25	
Outstanding December 31, 1962	63.75	
		\$ 1,330.00

Poll Taxes - 1960

Outstanding January 1, 1962	\$ 46.00	
Commitment per warrant	2.00	
		\$ 48.00
Payments to Treasurer	\$ 10.00	
Abatements	36.00	
Outstanding December 31, 1962	2.00	
		\$ 48.00

Personal Property Taxes - 1960

Outstanding January 1, 1962		\$ 1,093.90
Payments to Treasurer	\$ 68.40	
Abatements	645.50	
Outstanding December 31, 1962	380.00	
		\$ 1,093.90

Real Estate Taxes - 1960

Outstanding January 1, 1962		\$ 13,454.03
Payments to Treasurer	\$ 11,151.86	
Abatements	79.17	
Outstanding December 31, 1962	2,223.00	
		\$ 13,454.03

Poll Taxes - 1961

Outstanding January 1, 1962	\$ 260.00	
Refunds	4.00	
	<u> </u>	\$ 264.00
Payments to Treasurer	\$ 130.00	
Abatements	94.00	
Outstanding December 31, 1962	40.00	
	<u> </u>	\$ 264.00
		<u> </u>

Personal Property Taxes - 1961

Outstanding January 1, 1962		\$ 2,880.40
Payments to Treasurer	\$ 1,892.40	
Abatements	608.00	
Outstanding December 31, 1962	380.00	
	<u> </u>	\$ 2,880.40

Real Estate Taxes - 1961

Outstanding January 1, 1962	\$ 39,929.01	
Refunds	76.00	
	<u> </u>	\$ 40,005.01
Payments to Treasurer	\$ 29,506.45	
Abatements	30.40	
Outstanding December 31, 1962	\$ 10,468.16	
	<u> </u>	\$ 40,005.01

Poll Taxes - 1962

Commitment per warrant	\$ 4,412.00	
Refunds	10.00	
	<u> </u>	\$ 4,422.00
Payments to Treasurer	\$ 3,730.00	
Abatements	472.00	
Outstanding December 31, 1962	220.00	
	<u> </u>	\$ 4,422.00

Personal Property Taxes - 1962

Commitment per Warrant	\$ 71,386.33	
Refunds	16.40	
	<hr/>	\$ 71,402.73
Payments to Treasurer	\$ 65,930.05	
Abatements	180.40	
Outstanding December 31, 1962	5,292.28	
	<hr/>	\$ 71,402.73
		<hr/>

Real Estate Taxes - 1962

Commitment per warrant	\$1,091,351.12	
Refunds	4,186.10	
Refund due overpayment	20.00	
		\$1,095,557.22
Payments to Treasurer	\$1,036,342.08	
Abatements	19,805.05	
Outstanding December 31, 1962	39,410.09	
		\$1,095,557.22
		<hr/>
		<hr/>

Farm Animal Excise - 1962

Commitment per warrant	\$ 187.31
Payments to Treasurer	187.31
	<hr/>
	<hr/>

Motor Vehicle & Trailer Excise Taxes - 1958

Outstanding January 1, 1962	\$ 225.94	
Commitment per warrant	54.23	
		\$ 280.17
Payments to Treasurer	\$ 54.23	
Abatements	225.94	
Outstanding December 31, 1962	0	
		\$ 280.17
		<hr/>
		<hr/>

Motor Vehicle & Trailer Excise Taxes - 1959

Outstanding January 1, 1962	\$ 432.07	
Commitment per warrant	158.72	
	<u> </u>	\$ 590.79
Payments to Treasurer	\$ 294.21	
Abatements	296.58	
Outstanding December 31, 1962	0	
	<u> </u>	\$ 590.79
		<u> </u>
		<u> </u>

Motor Vehicle & Trailer Excise Taxes — 1960

Outstanding January 1, 1962	\$ 3,245.52	
Commitment per warrant	7.81	
Refunds	30.45	
	<u> </u>	\$ 3,283.78
Payments to Treasurer	\$ 1,708.44	
Abatements	519.06	
Outstanding December 31, 1962	\$ 1,056.28	
	<u> </u>	\$ 3,283.78
		<u> </u>
		<u> </u>

Motor Vehicle & Trailer Excise Taxes — 1961

Outstanding January 1, 1962	\$ 21,575.62	
Commitments per warrants	29,336.37	
Refunds	2,289.64	
Refund due overpayment	2.00	
	<u> </u>	\$ 53,203.63
Payments to Treasurer	\$ 43,097.34	
Abatements	7,429.41	
Outstanding December 31, 1962	2,676.88	
	<u> </u>	\$ 53,203.63
		<u> </u>
		<u> </u>

Motor Vehicle & Trailer Excise Taxes — 1962

Commitment per warrants	\$ 213,902.82	
Refunds	6,017.38	
	<u> </u>	\$ 219,920.20
Payments to Treasurer	\$ 168,536.37	
Abatements	14,324.49	
Outstanding December 31, 1962	37,059.34	
	<u> </u>	\$ 219,920.20
		<u> </u>
		<u> </u>

Street Assessments Added to Taxes 1962

Commitment per warrant	\$ 700.84	
Apportioned Assessment in full	117.01	
	<u> </u>	\$ 817.85
Payments to Treasurer		\$ 817.85
		<u> </u>
		<u> </u>

Committed Interest — 1962

Commitment per warrant	\$ 140.12
Payments to Treasurer	\$ 140.12
	<u> </u>
	<u> </u>

Certificate of Municipal Liens — 1962

Receipts for 1962	\$ 795.00
Payments to Treasurer	\$ 795.00
	<u> </u>
	<u> </u>

Respectfully submitted,
WM. HENRY SOAR
Town Collector

STATE AUDITOR'S REPORT

TO THE HONORABLE BOARD OF SELECTMEN
Mr. Arthur W. Lee, *Chairman*
Acton, Massachusetts

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the town of Acton for the fiscal year 1961, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Director of Accounts.

Very truly yours,
ARTHUR H. MacKINNON
Director of Accounts

AHM:CSG

Mr. Arthur H. MacKinnon
Director of Accounts
Department of Corporations and Taxation
State House, Boston

Sir:

As directed by you, I have made an audit of the books and accounts of the Town of Acton for the fiscal year 1961, and submit the following report thereon:

The records of financial transactions of the several departments receiving or disbursing money for the town or committing bills for collection were examined and checked with the records of the town treasurer and the town accountant.

The books and accounts of the town accountant were examined and checked. The receipts as recorded were checked with the available departmental records and with the treasurer's books, while the payments were compared with the selectmen's warrants and the treasurer's records.

The ledger accounts were analyzed, the appropriation accounts were checked with the amounts voted by the town as shown by the town clerk's record of town meetings, the transfers from the reserve fund were compared with the amounts authorized by the finance committee, while other accounts were checked with information in the various departments in which the transactions originated.

A trial balance was taken off, and a balance sheet, which is appended to this report, was prepared showing the financial condition of the town as of December 31, 1961

The books and records of the town treasurer were examined and checked. The cash book additions were verified, and the recorded receipts were compared with the accountant's books, with the records of the several departments collecting money for the town, and with other sources from which money is paid into the town treasury. The recorded payments were checked with the selectmen's warrants authorizing the treasurer to disburse town funds and with the accountant's records.

The cash balance on January 10, 1962 was proved by reconciliation of the bank balances with statements furnished by the banks of deposit, and by actual count of the cash in the office.

The payments on account of maturing debt and interest were verified by comparison with the amounts falling due and were checked with the cancelled securities and coupons on file. The outstanding coupons were listed and reconciled with the amount of deposit for their payment, as shown by a statement furnished by the depository.

The savings bank books and securities representing the investment of the several trust and investment funds in the custody of the town treasurer and the trustees of the Charlotte L. Goodnow Fund were examined and listed. The income was proved, the withdrawals were verified, and the transfers to the town were compared with the receipts as recorded on the treasurer's cash book.

The records of payroll deductions on account of Federal and State taxes, the county and teachers' retirement systems, Blue Cross and Blue Shield, and group insurance were examined and checked. The payments to the proper agencies were verified and the balances as shown on the employees' records were listed and reconciled with the accountant's ledger accounts.

The records of tax titles held by the town were examined. The additions to the tax title account were checked with the tax collector's records, and the tax title deeds were listed and reconciled with the town accountant's ledger and with the records at the Registry of Deeds.

The books and accounts in the tax collector's office were examined and checked. The taxes, excise, and assessments outstanding at the time of the previous audit, and all subsequent commitments, were audited and compared with the assessors' warrants. The collections as posted to the commitment books were compared with the cash book entries, the abatements were checked with the assessors' records of abatements granted, the payments to the treasurer were verified,

and the outstanding accounts were listed and proved with the controlling accounts in the accountant's ledger.

The records of departmental accounts receivable were examined. The payments to the treasurer were verified, and the outstanding accounts were listed and reconciled with the accountant's ledger accounts.

Verification of the outstanding tax, excise and departmental accounts was made by sending notices to a number of persons whose names appeared on the books as owing money to the town, and from the replies received it appears that the accounts, as listed, are correct.

The assessors' records of street betterment assessments were examined. The amounts added to the tax levy of 1961 were compared with the collector's records, and the apportionments due in future years were listed and reconciled with the respective accounts in the town accountant's ledger.

The financial records of the town clerk were examined and checked. The recorded receipts on account of dog, sporting, and miscellaneous permits issued were checked, and the payments to the treasurer and to the Division of Fisheries and Game were verified. The cash balance on January 10, 1962 was proved by actual count of the cash in the office.

The surety bonds on file for the several town officials for the faithful performance of their duties were examined and found to be in proper form.

The available records of departmental cash collections by the board of selectmen and the sealer of weights and measures, as well as by the police, fire, health, school, library, and cemetery departments, and by all other departments in which money is collected for the town, were examined and checked. The recorded collections were compared with the payments to the treasurer as shown by the treasurer's and the accountant's books, and the cash on hand in the several departments was proved by actual count.

Appended to this report, in addition to the balance sheet, are tables showing a reconciliation of the treasurer's and town clerk's cash, summaries of the tax, excise, assessment, tax title, and departmental accounts, as well as schedules showing the condition and transactions of the trust and investment funds.

For the cooperation extended by the several town officials during the progress of the audit, I wish, on behalf of my assistants and for myself, to express appreciation.

Respectfully submitted,
WILLIAM SCHWARTZ
Assistant Director of Accounts

TREASURER'S REPORT

For the Year Ending December 31, 1962

To THE HONORABLE BOARD OF SELECTMEN:
Acton, Massachusetts

I herewith submit my report for the year 1962:

Cash Balance January 1, 1962 \$ 459,051.51

Received from State Treasurer

Loss of Taxes	\$ 2,603.43
Disability Assistance, Federal	2,041.90
Aid Dependent Children, Federal	4,548.88
Medical Aid Aged, Federal	7,952.91
Old Age Assistance, Federal	24,355.92
Disability Assistance	4,534.80
Medical Aid Aged	5,959.29
Old Age Assistance	16,474.51
Chapter 90 Highways	9,278.70
Snow Removal	832.88
Aid Dependent Children	2,182.53
Corporation Taxes	33,738.87
Income Taxes	115,427.49
Chapter 81, Highways	28,161.09
Public Library	1,809.50
Blanchard Auditorium	28,811.57
Meal Taxes	2,499.74
Veteran's Services	4,484.99
Licenses	15.00
Tuition & Transportation	12,009.42
Vocational Education	1,986.07
Temporary Aid	544.60
School Construction, McCarthy	5,567.89
School Construction, Merriam	16,788.15

	\$ 332,610.13

Received from County Treasurer

Dog Licenses	\$ 1,519.95
Highways, Main & Powder Mill	4,639.37

	\$ 6,159.32

Received from Town Clerk

Sporting License Fees	\$ 123.20
Dog License Fees	232.00
Certificates, Vital Statistics	348.50
Mortgage Fees	667.00
Business Certificates	30.50
Street Lists	145.00
Pole Locations	73.50
Cemetery Deeds	4.00
Dog Licenses	2,103.00
Storage Registrations	74.00

\$ 3,800.70

Received from Town Collector

Personal Property Taxes, 1956	\$ 172.00
Personal Property Taxes, 1957	288.00
Poll Taxes, 1958	2.00
Motor Vehicle Excise, 1958	54.23
Poll Taxes, 1959	2.00
Motor Vehicle Excise Taxes, 1959	294.21
Real Estate Taxes, 1959	1,266.25
Poll Taxes, 1960	10.00
Personal Property Taxes, 1960	68.40
Motor Vehicle Excise Taxes, 1960	1,708.44
Real Estate Taxes, 1960	11,151.86
Poll Taxes, 1961	130.00
Personal Property Taxes, 1961	1,892.40
Motor Vehicle Excise Taxes, 1961	43,097.34
Real Estate Taxes, 1961	29,506.45
Poll Taxes, 1962	3,730.00
Personal Property Taxes, 1962	65,930.05
Motor Vehicle Excise Taxes, 1962	168,536.37
Real Estate Taxes, 1962	1,036,342.08
Farm Animal Excise Taxes, 1962	187.31
Street Betterments, 1962	817.85
Committed Interest, 1962	140.12
Lien Certificates	795.00
Old Age Assistance, Receivables	858.57
Tuition, School, Others	365.49
Care Cemetery Lots	515.50
Blanchard Auditorium	330.00
Interest on taxes	2,491.03

\$1,370,682.95

Miscellaneous Receipts**EMPLOYEE'S – PAYROLL DEDUCTIONS**

State Withholding Taxes	\$ 7,950.20
County Retirement	10,863.55
Federal Withholding Taxes	83,581.35
Teacher's Insurance	904.60
Teacher's Retirement	14,994.33
Group Insurance	701.76
Blue Cross - Blue Shield	5,918.28

	\$ 124,914.07

SCHOOL DEPARTMENT

Lunch Account	\$ 54,211.67
Blanchard Hall	30.00
Blanchard Auditorium	6,134.87
Elementary School	30.00
Federal Grant, P. L. 874	19,075.00
McCarthy School	55.00
Towne School	30.00
Telephone, toll calls	74.50

	\$ 79,641.04

BOARD OF SELECTMEN:

Licenses	\$ 872.00
Miscellaneous	187.75
Wiring Permits	2,182.00
Building Permits	4,879.50

	\$ 8,121.25

SUPERINTENDENT – CEMETERIES

Burials	\$ 1,835.00
Lowering Device	114.00
Sale of Lots	425.00
Miscellaneous	76.00
Liner Installations	110.00
Foundations	300.98
Chapel Fees	60.00
Sale of Wood	150.00

	\$ 3,070.98

CHIEF OF POLICE

Bicycle Registrations	\$ 236.75
Pistol Permits	114.00
Dealers Permits	40.00

\$ 390.75

CHIEF OF FIRE DEPARTMENT

Permits, various	\$ 109.50
Rental, Fire Stations	430.00

\$ 539.50

BOARD OF HEALTH

Dental Clinics	\$ 19.50
Licenses	28.00
Miscellaneous	35.00
Nurse Services	918.50
Plumbing Permits	1,990.00
Sewage Permits	2,150.00

\$ 5,141.00

Notar's Market, License	\$ 800.00
Village Package Store, License	800.00
George K. Hayward, Sealer Weights	156.50
Machinery Account	9,582.26
Dorothy Holmes, Tax Title	841.62
Dorothy Holmes, Interest	16.63
Planning Board, Hearings	225.00
Planning Board, Master Plans	240.00
Employee's, Blue Cross Blue Shield	107.03
Employee's, Group Insurance	13.60
Roland Livermore, Hall Rental	555.00
Wilde Memorial Library, Fines	1,520.14
Concord District Court, Fines	404.00
Recipients, Old Age Assistance	256.75
Recipients, Veteran's Benefits	303.11
Recipients, General Relief	1,967.68
Recipients, Medical Aid Aged	7.50
Board of Appeals, Hearings	64.00
Eastern States Farmer's Ex. Highways ..	1.10
Field & Cowles, Building Insurance	27.78
Celebrations Committee, 19th April	28.61
Norbrook Publishing Co., Engineering ..	8.00

Center Fire Co., Firemen's Relief Fund	85.00
South Fire Co., Firemen's Relief Fund ..	90.00
West Fire Co., Firemen's Relief Fund	95.00
Harvard University, Sale of Dogs	6.00
Union National Bank, Note 413	100,000.00
Maynard Lawn Mower Service, Schools	22.00
Middlesex County National Bank:	
School Addition	60,000.00
Earned Premium	60.00
Accrued Interest	125.67
Middlesex County Sanatorium, Health ..	1.50
Marguerite Shaw, School Cafeteria	44.80
Zep Manufacturing Co., Highway	1.00
Edith Hatch, Blue Cross - Blue Shield ..	39.20
Edith Hatch, Group Insurance	5.51
Florence Merriam, Blue Cross -	
Blue Shield	16.80
Florence Merriam, Group Insurance	1.80
Est. Mildred Moore, Library Bequest	2,000.00
Construction & Development Corp.	
Bond Forfeiture	2,110.00
Theron A. Lowden, Comp. Adjust.	222.25
Albert Welch Corp. Shovel Loader	200.00
J. & E. Company, Guaranty Deposit	1,000.00
Carl W. Flint, Sale of Dogs	21.00
Boston Mutual Life Ins. Premium	149.81
Town of Concord, Lieu of Taxes	29.91
	<hr/>
	\$ 184,253.56

Perpetual Care — Woodlawn Cemetery

Edna Custance	\$ 100.00
Howard Stone	50.00
John Lennon	100.00
Nella Weare	100.00
Ruoff Thompkins	300.00
	<hr/>
	\$ 650.00

Perpetual Care — Mt. Hope Cemetery

Nelson Page	\$ 200.00
Harry E. Holt	100.00
Est. Wm. A. Davidson	200.00
Ethel Goding	200.00

Florence Whitcomb	125.00
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\$ 825.00

Transfers to Town Account

Georgia E. Whitney Fund	\$ 926.00
Wilde Memorial Library	1,685.83
J. Roland Wetherbee Fund	100.00
Acton H. S. Library Fund	228.40
Cemetery Fund	1,500.00
Susan Noyes Hosmer Fund	2,000.00
Elizabeth White Fund	800.00
Luke Blanchard Cemetery Fund	62.50
Hoit and Scott Fund	25.00
Carrie Wells Fund	25.00
Robert Davis Cemetery Fund	25.00
Sarah Watson Fund	25.00
Frank Knowlton Cemetery Fund	25.00
Henry S. Raymond Cemetery Fund	50.00

\$ 7,477.73

Trust Fund Income

Acton High School Library Fund	\$ 156.26
Acton Firemen's Relief Fund	295.50
George T. Ames Fund	17.44
Betsey M. Ball Fund	403.80
Cemetery Fund	3,425.07
A. B. Conant Cemetery Fund	40.00
Dr. Robert Davis Cemetery Fund	41.25
Elizabeth White Fund	1,030.60
Georgia E. Whitney Memorial Fund	600.00
Georgia E. Whitney Fund	562.92
Georgia E. Whitney Cemetery Fund	60.00
Frank C. Hayward Cemetery Fund	40.00
Hoit & Scott Cemetery Fund	20.00
Mrs. Harry O'Neil's Fund	13.96
Frank R. Knowlton Cemetery Fund	42.50
Luke Blanchard Cemetery Fund	96.72
Henry S. Raymond Monument Fund ...	28.00
Henry S. Raymond Cemetery Fund	99.24
Susan Noyes Hosmer Fund	3,278.27
Varnum Tuttle Memorial Fund	400.00
J. Roland Wetherbee Cemetery Fund	393.76
Wilde Memorial Library Fund	1,173.58

Sarah A. Watson Cemetery Fund	100.00	
Stabilization Fund	208.60	
Carrie Wells Cemetery Fund	120.00	
		<hr/>
		\$ 12,647.47
Total Receipts for the year 1962		\$2,140,925.45
Cash Balance January 1, 1962		459,051.51
		<hr/>
		\$2,599,976.96
Paid Selectmen's Orders for 1962		\$2,182,271.76
		<hr/>
Cash Balance December 31, 1962		\$ 417,705.20

Outstanding Notes and Bonds

Elementary School Bonds, Chapter 44, General Laws, 51 to 90 due 1963 to 1970, Julia L. McCarthy School	\$ 40,000.00
Elementary Schools Bonds Chapter 645, Acts of 1948, 101 to 200 due 1963 to 1972, Julia L. McCarthy School ..	\$ 100,000.00
Elementary School Bonds, Chapter 44, Section 7, Clause 3, 76 to 240, due 1963 to 1977, Merriam School	\$ 165,000.00
Elementary Schools Bonds Chapter 645, Acts of 1948, 151 to 600 due 1963 to 1977, Merriam School	\$ 450,000.00
Elementary School Notes, Chapter 44, General Laws, 414 to 425, due 1963 to 1967, McCarthy School Addition	\$ 60,000.00
Fire Station Notes, Chapter 44, General Laws, 365 to 412, due 1963 to 1966	\$ 48,000.00

Acton High School Library Fund

Balance January 1, 1962

Principal Fund	\$ 4,000.00	
Income Balance	573.76	
		<hr/>
		\$ 4,573.76
Received Interest for 1962		176.12
		<hr/>
		\$ 4,749.88
On Deposit December 31, 1962		\$ 4,520.94
Transfers to Town Account		228.94
		<hr/>
		\$ 4,749.88

Acton Firemen's Relief Fund

Balance January 1, 1962

Principal Fund	\$ 7,365.00	
Income Balance	2,897.55	
	-----	\$ 10,262.55
Received to Fund in 1962		
Company Salaries	\$ 270.00	
Interest	413.59	683.59

		\$ 10,946.14
On Deposit December 31, 1962		\$ 10,946.14

George T. Ames Fund

Balance January 1, 1962

Principal Fund	\$ 465.49	
Income Balance	15.53	
	-----	\$ 481.02
Received Interest for 1962		18.07

		\$ 499.09
On Deposit December 31, 1962		\$ 499.09

Betsey M. Ball Fund

Balance January 1, 1962

Principal Fund	\$ 10,095.26	
Income Balance	4,140.74	
	-----	\$ 14,236.00
Received Interest for 1961		570.06

		\$ 14,806.06
On Deposit December 31, 1962		\$ 14,806.06

Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 85,072.21	
Income Balance	19,394.16	
	-----	\$ 104,466.37

Received for Perpetual Care	1,475.00	
Received Interest for 1962	4,154.42	
	<hr/>	5,629.42
		<hr/>
		\$ 110,095.79
On Deposit December 31, 1962		\$ 108,295.79
Transfers to Town Account		1,500.00
Cash on Hand		300.00
		<hr/>
		\$ 110,095.79

A. B. Conant Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 1,000.00	
Income Balance	35.06	
	<hr/>	\$ 1,035.06
Received Interest for 1962		41.60
		<hr/>
		\$ 1,076.66
On Deposit December 31, 1962		\$ 1,076.66

Dr. Robert I. Davis Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 1,000.00	
Income Balance	86.56	
	<hr/>	\$ 1,086.56
Received Interest for 1962		45.12
		<hr/>
		\$ 1,131.68
On Deposit December 31, 1962		\$ 1,106.68
Transfer to Town Account		25.00
		<hr/>
		\$ 1,131.68

Elizabeth White Fund

Balance January 1, 1962

Principal Fund	\$ 25,000.00	
----------------------	--------------	--

Income Balance	2,053.04	
	-----	\$ 27,053.04
Received Interest for 1962		1,088.94

		\$ 28,141.98
On Deposit December 31, 1962		\$ 27,341.93
Paid Trustee's Orders for 1962		800.00

		\$ 28,141.98

Georgia E. Whitney Memorial Fund

Balance January 1, 1962

Principal Fund	\$ 15,000.00	
Income Balance	948.05	
	-----	\$ 15,948.05
Received Interest for 1962		639.38

		\$ 16,587.43
On Deposit December 31, 1962		\$ 16,587.43

Georgia E. Whitney Fund

Balance January 1, 1962

Principal Fund	\$ 14,073.70	
Income Balance	534.93	
	-----	\$ 14,608.63
Received Interest for 1962		582.27

		\$ 15,190.90
On Deposit December 31, 1962		\$ 14,264.90
Paid Trustee's Orders for 1962		926.00

		\$ 15,190.90

Georgia E. Whitney Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 1,500.00
----------------------	-------------

Income Balance	299.77	
	<hr/>	\$ 1,799.77
Received Interest for 1962		73.28
		<hr/>
		\$ 1,873.05
On Deposit December 31, 1962		\$ 1,873.05

Frank C Hayward Fund

Balance January 1, 1962

Principal Fund	\$ 1,000.00	
Income Balance	444.52	
	<hr/>	\$ 1,444.52
Received Interest for 1962		58.01
		<hr/>
		\$ 1,502.53
On Deposit December 31, 1962		\$ 1,502.53

Hoit and Scott Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 500.00	
Income Balance	169.86	
	<hr/>	& 669.86
Received Interest for 1962		26.94
		<hr/>
		\$ 696.80
On Deposit December 31, 1962		\$ 671.80
Transfer to Town Account		25.00
		<hr/>
		\$ 696.80

Mrs. Harry O'Neil's Fund

Balance January 1, 1962

Principal Fund	\$ 372.39
----------------------	-----------

Income Balance	16.82	
	<u> </u>	\$ 389.21
Received Interest for 1962		14.64
		<u> </u>
		\$ 403.85
On Deposit December 31, 1962		\$ 403.85

Frank R. Knowlton Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 1,000.00	
Income Balance	130.28	
	<u> </u>	\$ 1,130.28
Received Interest for 1962		48.45
		<u> </u>
		\$ 1,178.73
On Deposit December 31, 1962		\$ 1,153.73
Transfer to Town Account		25.00
		<u> </u>
		\$ 1,178.73

Luke Blanchard Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 2,419.24	
Income Balance	84.78	
	<u> </u>	\$ 2,504.02
Received Interest for 1962		100.35
		<u> </u>
		\$ 2,604.37
On Deposit December 31, 1962		\$ 2,541.87
Transfer to Town Account		62.50
		<u> </u>
		\$ 2,604.37

Henry S. Raymond Fund — Monument Perpetual Care

Balance January 1, 1962

Principal Fund	\$ 700.00	
Income Balance	373.91	
		\$ 1,073.91
Received Interest for 1962		50.38
		<u>\$ 1,124.29</u>
On Deposit December 31, 1962		\$ 1,124.29

Henry S. Raymond Fund

Balance January 1, 1962

Principal Fund	\$ 2,000.00	
Income Balance	459.23	
		\$ 2,459.23
Received Interest for 1962		99.24
		<u>\$ 2,558.47</u>
On Deposit December 31, 1962		\$ 2,501.47
Audit Adjustment 1961		7.00
Transfer to Town Account		50.00
		<u>\$ 2,558.47</u>

Susan Noyes Hosmer Fund

Balance January 1, 1962

Principal Fund	\$ 82,239.95	
Income Balance	14,883.33	
		\$ 97,122.28
Received Interest for 1962		3,889.20
		<u>\$ 101,011.48</u>

On Deposit December 31, 1962	\$ 99,011.48
Transfer to Town Account	2,000.00
	<hr/>
	\$ 101,011.48

Varnum Tuttle Memorial Fund

Balance January 1, 1962

Principal Fund	\$ 10,000.00
Income Balance	632.04
	<hr/>
	\$ 10,632.04
Received Interest for 1962	426.25
	<hr/>
	\$ 11,058.29
On Deposit December 31, 1962	\$ 11,058.29

J. Roland Wetherbee Cemetery Fund

Balance January 1, 1962

Principal Fund	\$ 10,000.00
Income Balance	2,614.84
	<hr/>
	\$ 12,614.84
Received Interest for 1962	499.13
	<hr/>
	\$ 13,113.97
On Deposit December 31, 1962	\$ 13,013.97
Transfer to Town Account	100.00
	<hr/>
	\$ 13,113.97

Wilde Memorial Library Fund

Balance January 1, 1962

Principal Fund	\$ 29,890.21	
Income Balance	1,670.22	
	<u> </u>	\$ 31,560.43

Received to Fund

Interest for 1962	\$ 1,238.12	
Bequest (Mrs. Moore)	2,000.00	
	<u> </u>	3,238.12
		<u> </u>
		\$ 34,798.55

On Deposit December 31, 1962	\$ 33,112.72
Transfer to Town Account	1,685.83
	<u> </u>
	\$ 34,798.55

Sarah A. Watson Fund

Balance January 1, 1962

Principal Fund	\$ 2,500.00	
Income Balance	215.11	
	<u> </u>	\$ 2,715.11

Received Interest for 1962	109.72	
	<u> </u>	
		\$ 2,824.83

On Deposit December 31, 1962	\$ 2,799.83
Transfer to Town Account	25.00
	<u> </u>
	\$ 2,824.83

West Acton Firemen's Relief Fund

Balance January 1, 1962

Principal Fund	\$	1,049.13
Received Interest for 1962		42.38
	\$	1,091.51
On Deposit December 31, 1962	\$	1,091.51

Stabilization Fund

Balance January 1, 1962

Principal Fund	\$	215.19
Income Balance		1,943.36
	\$	2,158.55
Received Interest for 1962	\$	287.89
Article 57 Town Meeting		10,000.00
Article 2 Town Meeting		63,500.00
		73,787.89
	\$	75,946.44
On Deposit December 31, 1962	\$	12,446.44
Deposit in Transit		63,500.00
	\$	75,946.44

Carrie F. Wells Cemetery Fund

Balance January 1, 1962

Principal Fund	\$	3,000.00
Income Balance		243.59
	\$	3,243.59
Received Interest for 1962		129.48
	\$	3,373.07
On Deposit December 31, 1962	\$	3,348.07
Transfer to Town Account		25.00
	\$	3,373.07

Respectfully submitted,
 WM. HENRY SOAR
 Town Treasurer

SECTION F

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TOWN OFFICERS

Moderator

James Edward Kinsley

Selectmen

Arthur W. Lee	Term Expires 1963
Charles D. MacPherson	Term Expires 1964
Lawrence Donnelly	Term Expires 1965

Town Clerk

Charles M. MacRae

Town Treasurer

Wm. Henry Soar

Assessors

James W. Baker	Term Expires 1963
Carl C. Flint	Term Expires 1964
*William D. Tuttle	Term Expires 1965
**Dewey E. Boatman	
*Resigned	
**Appointed to replace	

Town Collector

Wm. Henry Soar

Tree Warden

Franklin H. Charter

Board of Public Welfare

Lossie E. Laird	Term Expires 1963
Raymond A. Gallant	Term Expires 1964
Clinton S. Curtis	Term Expires 1965

Cemetery Commissioners

Harlan E. Tuttle	Term Expires 1963
Howard F. Jones	Term Expires 1964
Harry E. Holt	Term Expires 1965

Constables

Edward J. Collins, Jr.	T. Frederick S. Kennedy
Chauncey R. Fenton, Jr.	David W. Scribner

Trustees of Memorial Library

Richard A. Bodge	Term Expires 1963
Roland R. MacLean	Term Expires 1964
Louise M. Gardiner	Term Expires 1965

Local and Regional School Committees

Elizabeth H. Boardman	Term	Expires	1963
Edmond J. McNiff	Term	Expires	1963
Edwin Ritcher	Term	Expires	1964
Lloyd E. Williamson	Term	Expires	1964
Parker Harrison, Jr.	Term	Expires	1965
James W. Myers	Term	Expires	1965

Board of Health

Martin J. Duggan	Term	Expires	1963
David L. Smith	Term	Expires	1964
Robert C. Heustis	Term	Expires	1965

Planning Board

David P. Tinker	Term	Expires	1963
William M. Veazey	Term	Expires	1964
Donald E. Donnelly	Term	Expires	1965
Charles Judd Farley	Term	Expires	1966
John H. Loring	Term	Expires	1967

Trustees of Elizabeth White Fund

Eleanor P. Wilson	Term	Expires	1963
Helen B. Wood	Term	Expires	1964
Hazel P. Vose	Term	Expires	1965

Trustees of West Acton Firemen's Relief Fund

H. Stuart MacGregor	Term	Expires	1963
James B. Wilson	Term	Expires	1964
Arno H. Perkins	Term	Expires	1965

Trustees of Acton Firemen's Relief Fund

Clarence Frost	Term	Expires	1963
Herbert W. Merriam	Term	Expires	1964
Frederick T. Kennedy	Term	Expires	1965

Trustees of Goodnow Fund

Clark C. McElvein	Term	Expires	1963
Thelma L. Boatman	Term	Expires	1964
James N. Gates	Term	Expires	1965

Trustees of the Citizens Library Association of West Acton

Percival W. Wood	Term	Expires	1963
Barbara Nylander	Term	Expires	1964
James E. Kinsley	Term	Expires	1965

APPOINTMENTS MADE BY SELECTMEN — 1962

Executive Clerk

Virginia Milbery

Finance Committee

Thomas N. Rogers	Term Expires 1963
*James K. Skilling	Term Expires 1963
**Joseph R. O'Neill	
James R. Brown	Term Expires 1964
Mary K. Hadley	Term Expires 1964
Porter Jenks	Term Expires 1965
Charles C. Grandy	Term Expires 1965
*Resigned	
**Appointed to replace	

Board of Appeals

William C. Sawyer	Term Expires 1963
Hayward S. Houghton	Term Expires 1964
Craig E. Lundberg	Term Expires 1965

Associates

Herschel N. Hadley	Term Expires 1963
Harold F. Nordberg	Term Expires 1964

Superintendent of Streets

Allen H. Nelson

Registrars of Voters

Grace J. Cullinane	Term Expires 1963
Julia A. Barry	Term Expires 1964
James B. Wilson	Term Expires 1965
Charles M. MacRae	Ex-Officio

Town Accountant

Donald O. Nylander	Term Expires 1965
--------------------------	-------------------

Chief of Fire Department

(Permanent)

H. Stuart MacGregor

Town Forest Committee

Franklin H. Charter	Term Expires 1963
Arno H. Perkins	Term Expires 1964
Emery D. Nelson	Term Expires 1965

Election Officers**Precinct I**

Warden — Irene F. McLaughlin

Clerk — Inga Frost

Inspectors — Alice H. May, Alice C. Duren

Deputy Warden — John F. McLaughlin

Deputy Clerk — Helen R. Edwards

Deputy Inspectors — Adelaide G. Cornwall, Marion E. Stevens

Tellers — Edna R. Custance, Paul C. Cornwall, Katherine M. Con-
don, Helen C. McNiff, Gladys Duston, Olga Andersen

Precinct II

Warden — Margaret Larsen

Clerk — Bertha Carr Tucker

Inspectors — Martha I. Lowden, Sophia Walsh

Deputy Warden — Ellen G. Beck

Deputy Clerk — Phyllis M. Moyer

Deputy Inspectors — Hazel P. Vose, Michael J. Walsh

Tellers — Elsie T. Winslow, Nancy Nastasi, Clara Gunzelmann,
Mabel S. McKelvie, Margaret I. Cullinane, Irene Young

Precinct III

Warden — Barbara J. McPhee

Cerk — Phyllis K. Sprague

Inspectors — Barbara Nylander, Martin J. Duggan

Deputy Warden — Harry E. Holt

Deputy Clerk — Stanley A. Nedza

Deputy Inspectors — Elsie M. Godfrey, Genevieve L. Hatch

Tellers — Minnie C. Veasie, Elizabeth H. Gray, Nancy E. Oelsch-
legel, Mary H. Prentice, Esther Perry, Anna G. Mahar

Inspector of Animals

Carl W. Flint

Dog Officer

Carl W. Flint

Sealer of Weights and Measures

George K. Hayward

Surveyors of Wood and Lumber

Oliver D. Wood

E. John Torkelsen

Recreation Commission

Edward W. FlanneryTerm Expires 1963
 Gladys K. MasonTerm Expires 1964
 William J. PhillipsTerm Expires 1965
 Richard H. MurphyTerm Expires 1965
 Charles W. PappasTerm Expires 1966

Fence Viewers

Laurence Hadley Allan R. Murray

Fire Alarm Operator

Frederick W. Rimbach

Field Drivers

William C. Kazokas George Kemp
 William J. Durkin, Jr. Norman L. Roche

Superintendent of Moth Work

Franklin H. Charter

Burial Agent

Ian M. Mott

Veterans' Agent

Ian M. Mott

Director of Veterans' Services

Ian M. Mott

Inspector of Wires

Leslie F. Parke

Police Officers

*Edward J. Collins, Jr., *Chief*
 *Chauncey R. Fenton, Jr., *Sergeant*
 *David W. Scribner, *Sergeant*

*William J. Durkin, Jr.	Richard N. Farrell
*Norman L. Roche	James P. Conheeney, Jr.
*Robert A. Bartlett	Peter M. Brown
*John V. Gregory	T. Frederick S. Kennedy
*Robert S. Rhodes	Allen H. Nelson
*Carl Simeone	Irving W. Davis
Franklin H. Charter	Carl W. Flint
Ray L. Harris	Robert P. Beaudoin
	Robert P. MacLeod
*Civil Service	

Workmen's Compensation Agent

Theron A. Lowden

Director of Civil Defense

John F. McLaughlin

Deputy Director of Civil Defense

Robert A. Bartlett

Public Weighers

William Braman	Charles Greenough
G. Howard Reed	Harold Whitney
Oliver W. LeBlanc, Jr	Robert Greenough
Barbara LeBlanc	A. W. Davis
Carl W. Flint	Arthur P. Genetti
Harold A. Merriam	Alan C. Wagner
Frederick W. Abbt	Paul M. Wagner, Jr.

Counsel to the Board of Selectmen

Richard S. McCabe

Town Engineer

Fred K. Hanack

Assistant Town Engineer

Lewis L. Bowker, Jr.

Building Inspector

Albert E. Foster

Deputy Building Inspector

H. Stuart MacGregor

Archives Committee

Joyce C. Woodhead	Term Expires 1963
Warren F. Birch	Term Expires 1964
T. Frederick S. Kennedy	Term Expires 1965

Town Report Committee

*Louise M. Gardiner	Term Expires 1963
Louis C. Schwaab	Term Expires 1964
Anne H. Schwarzkopf	Term Expires 1965
*Resigned	

Personnel Board

William H. Kemp	Term Expires 1963
Clyde J. Horne	Term Expires 1964
Warren L. Newell	Term Expires 1964
Peter Gray	Term Expires 1965
John T. Dargin	Term Expires 1965

Industrial Development Commission

Frederick H. Bubier	Term Expires 1963
Paul H. Lesure	Term Expires 1964
Stephen E. Lord	Term Expires 1965
Allen M. Christofferson	Term Expires 1966
Richard J. O'Neil	Term Expires 1967
Paul M. McPherson	Term Expires 1967

Town Building Committee

Lloyd W. Priest	Term Expires 1963
Warren W. Wheeler	Term Expires 1964
Arnold H. Mercier	Term Expires 1965
Kenneth E. Jewell	Term Expires 1966

Insurance Committee

Thomas Motley, II	Theron A. Lowden
Raymond Gallant	Charles M. MacRae
David Tinker	

Public Ceremonies and Celebrations Committee

Richmond P. Miller, Jr.	Term Expires 1963
Percival W. Wood	Term Expires 1963
Raymond A. Shamel	Term Expires 1964
Russell Hayward	Term Expires 1964
Lowell H. Cram	Term Expires 1965
Clark C. McElvein	Term Expires 1965

Conservation Commission

David P. Tinker	Term Expires 1963
Alice H. May	Term Expires 1963
John A. Jefferies, Jr.	Term Expires 1964
Thomas E. Wetherbee	Term Expires 1964
William L. Kingman	Term Expires 1964
Robert J. Ellis	Term Expires 1965
James M. Shepard	Term Expires 1965

Street Lighting Committee

*John F. Neville	Joseph F. Bushell
Byrd D. Goss	**Leslie F. Parke

*Resigned

**Appointed to replace

Public Works Department Study Committee

David L. May	William L. Chipman
Arthur E. Hansen	

Town Employees Insurance Advisory Committee

David W. Scribner	Arno H. Perkins
Stewart Kennedy	Viola M. Foley
Carolyn Douglas	

Community Advisory Council to Assist Mass 'Transportation Commission

John W. Putnam	Allen G. Moody
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REVISED JURY LIST — 1962**Precinct I**

James G. Davey, 507 Main Street, retired
Orlando A. Vanaria, 36 Wetherbee Street, supervisor
Andrew F. Boutin, 1 Green Wood Lane, superintendent
Donald E. Bryant, 56 Alcott Street, Vice-President
Edwin C. Harkins, 13 Coughlin Street, salesman
Clarence P. Henley, 21 Henley Road, carpenter
Maurice P. Jenney, 68 Esterbrook Road, construction
Roy H. Johnson, 532 Great Road, tool maker
Donald H. Kneeland, 2 Flagg Road, salesman
Ralph C. Morse, 60 Great Road, real estate and insurance broker
Arthur J. Patterson, 265 Great Road, tool maker
Arthur E. Schenck, 6 Hosmer Street, sales manager
Harold E. Thompson, 99 Concord Road, manager
Nicholas Van Ness, 4 Hawthorne Street, insurance agent
Hugh M. Wamboldt, 10 Esterbrook Road, service manager
Roscoe F. Wilkins, 22 Carlisle Road, tool maker
Harold R. Beacham, 586 Main Street, securities broker
William R. Bush, 53 Alcott Street, psychologist
John H. Duston, 276 Pope Road, farmer
Howard R. Edwards, 60 Hammond Street, experimental machinist
George H. Hodgson, 72 Strawberry Hill Road, laboratory technician
Roy F. Pollino, 6 Thoreau Road, budget administrator
Robert S. Sinnett, 22 Hosmer Street, sales manager
Theodore D. Weyn, 30 Forest Road, lumberman
Melvin S. Wilson, 10 Henley Road, electronics

Precinct II

Albert Braman, 45 Robbins Street, carpenter
Medville L. Clark, 246 School Street, retired
Russell D. Hayward, 85 Central Street, die finisher
Frank I. Averett, 95 Parker Street, deliveryman
Alan F. Batstone, 50 Conant Street, mechanical designer
John B. Byers, 46 Main Street, restaurant owner
Thomas F. Codyer, Jr., 11 Billings Street, precision mechanic

John T. Dargin, 56 Conant Street, director labor relations
Charles M. Davis, 240 Main Street, sales manager
Irving W. Davis, 201 High Street, guard
Harold W. Flood, 183 Main Street, chemical engineer
Robert H. Gerhardt, 14 Beverly Road, engineer
Bruce W. Hamblin, 119 Hosmer Street, payroll auditor
David W. Hartwell, 13 Billings Street, warehouse manager
Charles T. Kirk, 13 Beverly Road, electrical engineer
James J. Mulvany, 75 Maple Street, salesman
Clarence J. Nelson, 27 Central Street, machinist
Harold E. Nickerson, 74 Liberty Street, field representative
Francis L. Brennan, 40 Piper Road, machine accounting supervisor
Robert H. Darling, 197 Main Street, salesman
Ralph F. Littlefield, 140 High Street, meat cutter
Frederick E. Lloyd, 169 Main Street, designer
Alfred Parlee, 1 Pinewood Road, General Radio
Thomas E. Wetherbee, 44 Prospect Street, laundryman
George B. Williams, Jr., 11 Laurel Court, control airlines

Precinct III

Herbert S. Broadwell, 23 Seneca Road, engineer
Franklin H. Charter, 121 Hayward Road, tree surgeon
Arthur E. Hansen, 29 Mohawk Drive, assistant superintendent
David C. Benedict, 2 Duggan Road, Chemical engineer
Harvey M. Brown, 7 Betsy Ross Lane, linotype machinist
Gerald R. Burgess, 86 Charter Road, carpenter
Russell E. Dow, 1 Seneca Road, lumber salesman
George E. Neagle, 66 Summer Street, draftsman
William J. Phillips, 20 Homestead Street, shipping clerk
Loren B. Prentice, 446 Massachusetts Avenue, engineering aide
Edward A. Shaw, 37 Windsor Avenue, salesman
Warren A. Silva, 113 Central Street, laboratory technician
James D. Sutherland, 24 Nash Road, head cashier
William M. Veazey, 4 Agawam Road, civil engineer
James C. Walters, 105 Arlington Street, claim supervisor
Edward C. Warren, 71 Seminole Road, mechanical engineer
Arthur S. Andrews, 242 Central Street, body man
Richard M. Brine, 136 Central Street, parts man
Edward W. Flannery, 544 Massachusetts Avenue, foreman
Dudley F. Howe, 11 Mohawk Drive, insurance
Donald W. McNeish, 31 Agawam Road, sales manager
Norman L. Perkins, 133 Arlington Street, bulldozer operator
Charles F. Putnam, 7 Agawam Road, investment analyst
Marvin L. Tolf, 32 Agawam Road, T. I. C.
Peter R. Whitcomb, 144 Hayward Road, carpenter

FEDERAL AND STATE OFFICIALS



President of the United States

John F. Kennedy

Vice President of the United States

Lyndon B. Johnson

United States Senators

Leverett Saltonstall

Edward M. Kennedy

Representative in Congress

Philip J. Philbin — Third Congressional District

Officials of the Commonwealth

Governor Endicott Peabody

Lieutenant Governor Francis X. Bellotti

Secretary Kevin H. White

Treasurer John T. Driscoll

Auditor Thomas J. Buckley

Attorney General Edward W. Brooke

Governor's Council - Third District
John W. Costello, Jamaica Plain, Mass.

Senator - Worcester Middlesex District
Charles W. Olson, Ashland, Mass.

Representative in the General Court - Eleventh Middlesex District
Vernon R. Fletcher, Chelmsford, Mass.

HI W 12
3-2-1963

ANNUAL REPORT

TOWN OF ACTON

1963



Special Report
from the
Office of Selectmen

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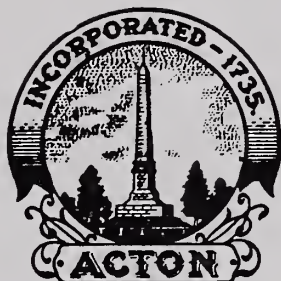
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ANNUAL REPORTS



TOWN OF ACTON MASSACHUSETTS

FOR ITS
TWO HUNDRED AND TWENTY-EIGHTH
MUNICIPAL YEAR



FOR THE YEAR ENDING DECEMBER THIRTY-FIRST

1963

2140939 1A0000



NOTA TO MIND

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SECTION A

Selectmen's Report 4

SELECTMEN'S REPORT

To the Citizens of the Town of Acton:

At the Board's organizational meeting, following the Annual Election in March, Charles D. MacPherson was elected Chairman and Arthur W. Lee was elected Clerk, with Lawrence Donnelly as third member.

The Board held 52 regular meetings, 18 special meetings and attended numerous meetings called by other Boards and Committees, plus the numerous ceremonial functions that require the attendance of the Selectmen or a representative of the Board.

The diversity of powers, duties and responsibilities of the Board of Selectmen are best described by reference to the approximately seven hundred sections of law applying directly to Selectmen together with the hundreds of other sections of state law that bear upon town problems in general.

Effective communication, budgetary control and co-ordination of activities between departments are among the most important problems facing a community that has grown as rapidly as the Town of Acton. The 1964 Special Town Meeting will call for the expenditure of over \$2,000,000.00 for a junior high school. The Annual Meeting will call for sizable appropriations for a Police Station, Library addition, etc. It does not take a student of municipal finance to point out the load that will have to be carried by the taxpayer during the next few years. Every effort toward maintaining fiscal responsibility consistent with providing the necessary services for the citizens must be made in the next few years.

After meeting with the Personnel Board, it was determined that a program of pre-employment physical examinations for all Town Departments is expected to reduce the probability of Workmen's Compensation Insurance claims and premature disability retirements.

The necessary by-law changes needed to resolve the problems of maintaining our excellent Call Fire Department while appointing seven permanent members has now been accomplished and upon the acceptance of the Town Meeting, will clear the way for the appointment, at an early date, of our first permanent members of the Fire Department, as approved at the 1963 Annual Town Meeting.

The year 1963 saw the completion of the Acton Shopping Plaza-Center, another milestone in the business development of the community.

The move toward resolving our Police Department building requirements was started by the purchase of the Dunn land on Main Street, Acton Center. An article for the constructing and equipping of a new Police Station will appear on the warrant for the 1964 Annual Meeting where it is hoped that this pressing problem will be resolved.

The High Street bridge was condemned this year as unsafe for vehicles over six tons and the Board voted to post the same. Subsequently, it was voted to use Chapter 90 funds to construct a new way in the vicinity of High Street and the balance of these funds to be used on Central Street.

A full time Building Inspector was appointed this year for the first time, and the numerous tasks that heretofore could not be accomplished on a part-time basis are now being performed. Mr. Kenneth E. Jewell, with 25 years

experience as a builder was appointed to the position on April 15. His duties also include that of Zoning Law enforcement, a category that has not had full attention in the past.

Unhappily this year, the Town found itself on the short end of a law suit regarding the relocation of Central Street in South Acton, in an effort to relieve a dangerous curve. The Superior Court in Lowell rendered a decision of \$32,000.00 against the Town. The Board has voted to appeal.

The Community was shocked and saddened by the untimely death of Peter Gray. Peter had served on the Personnel Board since its inception in 1956 and donated much of his time and energy in the all important Town Board. He will be sorely missed.

North, South and Cross Streets were constructed this year under the Betterment Act.

Considerable time and effort was spent by the Board on many miscellaneous problems which would be too detailed to highlight in this report.

The affairs of the Town are becoming more complex each year, and more time consuming to those involved. The success of the operation of Town Government depends both upon the co-operation of its employees and the willingness of its citizens to spend time and energy for little or no reward. We express our sincere gratitude to Town Employees and the various members of Town Boards and Committees for their faithful efforts on behalf of the Town.

Respectfully submitted,

CHARLES D. MacPHERSON
ARTHUR W. LEE
LAWRENCE DONNELLY

Board of Selectmen

SELECTMEN

In early Colonial days, Acton, as well as all of our early settled communities, transacted its town business at monthly or semi-monthly meetings of the freemen or townsfolk. As the towns grew, this became impracticable and certain of the townsmen were selected for this purpose. This procedure was subsequently authorized by the General Court in 1636 which provided for the election in towns or various officers for certain administrative purposes. They have been referred to as Selectmen, Selected Townsmen, Ye Chosen Men appointed for Managing the Prudential Affairs, Men Selected for Prudential Affaires - hence the derivative of our present term "Selectmen".

Of the New England Town Meeting, Thomas Jefferson said, "It is the wisest invention ever devised by the wit of man for the perfect exercise of self government and for its preservation." Now, why take the time to discuss the town meeting? Principally because the Selectmen are the administrative officers of the town, they carry out the mandates of the town meeting.

John Heald, Joseph Fletcher and Thomas Wheeler, first Selectmen chosen at the time of the incorporation of the Town of Acton in 1735, would be thoroughly disturbed in 1964 with the number of State Laws regulating municipalities.

Selectmen in the 312 Massachusetts towns are the most regulated officials in the United States. They perform the widest variety of duties and functions imposed by the State Government and the Town Meeting. The

provisions of law (over 700 in number), which direct the role of the Selectmen are scattered throughout the State Statutes.

The position of Selectmen is an institution peculiar to New England. It is unique in the sense that no other states to the west or south have copied it and because it still survives after an existence of over 300 years. It defies classification on the basis of any theories or principles of government. The only way to describe what a Selectmen is and what he does is to recite his numerous duties and responsibilities, varied and unrelated though they may be.

The work of the present three man Board of Selectmen includes the following duties:

- (a) Appointing town officers and employees, such as members of the Finance Committee, Building Inspector, Police Chief, Fire Chief, Policemen, Engineer and Assistant, Superintendent of Streets, etc.
- (b) Issuing licenses (including all utility pole installations).
- (c) Approving bills incurred by all town agencies.
- (d) Ultimate responsibility for the conduct and efficiency of the Fire, Police, Engineering and Highway departments, and setting departmental policies.
- (e) Representing the Town at State House Hearings, County Hearings and dealings with other communities.
- (f) Zoning, Earth Removal and Building by-law enforcement.
- (g) General government budget preparation and management.

To this list, of course, must be added endless duties such as hearing and acting on complaints, prodding utilities, mediating between town agencies and attending frequent ceremonial functions. Even though these tasks require a great deal of time, they, nevertheless, offer a great challenge and satisfaction to a Selectman.

Committees covering many phases of General Government have been formed in the past decade to free the Selectmen from the burden of many time consuming tasks so that they may devote more time to major issues and thereby assume their rightful place as the general co-ordinators and policy makers at the top of our Town government.

Involved as they may be in the endless activities of their position, Selectmen have the opportunity to foresee trouble, to take action and in so doing, forestall a crisis. In other words, there is a need for them to look ahead and to approach town affairs from the long-range, as well as the day-by-day, point of view. In handling these along with everyday situations, they should recognize that effective public communication, on their part, will insure an accurate, rather than a rumored, relating of events.

Our rapid growth has brought forth a wide variety of problems in Acton, as well as most New England towns. These towns are facing, for the first time, tremendous expenditures for schools, municipal buildings, public works, sewerage, etc. Administration of our town, as well as others, now demands considerable more effort and time than could have been dreamed of by our predecessors of say twenty years ago. This trend will continue and adjustments will have to be made to meet the changing conditions. We are at the crossroads! We must meet the challenge! .

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REPORT OF TOWN CLERK

Births recorded.....	196
Marriages recorded.....	47
Deaths recorded	66

IMPORTANT REQUEST

Please notify the Town Clerk immediately of any error or omission in the following list of Births.

Errors not reported at once can be corrected only by sworn affidavit, as prescribed by the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

BIRTHS REGISTERED IN 1963

Date	Place	Name of Child	Name of Parents
Jan. 3	Concord	Vanderwart, Herman, III	Herman, Jr., and Joyce N. Orton
Jan. 4	Concord	Coughlan, Elizabeth Paula	Joseph J. and Margaret M. Corcoran
Jan. 5	Concord	Priest, Sharen Jane	Gordon W. and Faith A. Nelson
Jan. 5	Concord	Farrell, Timothy Douglas	John J. and Phyllis Chase
Jan. 6	Concord	Dickinson, Jill Kimball	Frank R. and Joanne L. Webber
Jan. 9	Concord	Walsh, Matthew Kevin	William P. and Phyllis F. Barrett
Jan. 9	Concord	Chick, Betsey Sutton	John B. Jr. and Barbara A. Berg
Jan. 12	Concord	Morris, Malinda Ann	Ronald N. and Linda A. Christofferson
Jan. 13	Concord	Kalms, Jennifer Lynn	William 3rd. and Margareta E. Schnabel
Jan. 15	Concord	Smith, Curtis Hamilton, Jr.	Curtis H. and Joanne L. Heffernan
Jan. 16	Concord	Webb, Lynn Valerie	John H. and Constance D. Frazier
Jan. 19	Concord	Thompson, Maureen Helen	Francis J. and Marianne H. Johnson
Jan. 20	Concord	Peaslee, Patricia Ann	William F. and Phyllis E. Tracy
Jan. 21	Concord	Butler, Sandra Jean	Horace B. and Laura H. Stapel
Jan. 23	Concord	Wood, Sandra Jean	Stanley C. and Anna Farfaras
Jan. 24	Concord	Evans, Thomas Walter	Robert Jr. and Lois E. Herr
Jan. 26	Concord	Bursaw, Martin Eugene	Richard P. and Phyllis N. Collins
Jan. 30	Concord	Bush, Leslie Ann	William R. and Janice G. Sims
Jan. 30	Concord	Fletcher, Pamela	Alan W. and Nancy Oldford
Feb. 2	Concord	Solan, Michael Peter	Terrance P. and Helen V. Disney

Feb.	5	Concord	Conquest, Cheryl Ann	Joseph A. and Beverly A. Marston
Feb.	7	Winchester	Fazio, Cheryl Ann	Domenic J. and Marie C. Gorrasi
Feb.	7	Concord	Henderson, Keith Stuart	Warren L. and Barbara E. Adams
Feb.	10	Framingham	Abbott, Robert Gordon, Jr.	Robert G. and Marilyn H. Bickford
Feb.	11	Concord	Davis, Suzanne Elaine	Gerald L. and Beverly A. Marcoux
Feb.	13	Newton	Stuart, Stacy Lynne	Joseph V. and Mary E. Bachrach
Feb.	14	Concord	Troisi, Michael Sean	Edward J. and Janice E. Murphy
Feb.	19	Acton	Rothemund, Lisa Sedgwick	John J. and Virginia C. Sedgwick
Feb.	22	Marlborough	Davis, James Michael	Ronald C. and Joan M. Labbe
Feb.	25	Concord	O'Clair, Maureen Anne	George R. and Barbara A. Roberts
Feb.	26	Concord	Kashuba, Randle Joseph	George J. and Dorothy M. Lawrence
Feb.	26	Natick	Dango, James Edward	Francis J. and Norma Higgins
Feb.	27	Concord	Bean, Glenn Arthur	Melvin E. and Marjorie E. Allen
Feb.	27	Concord	Newell, Paul Arthur	Donald A. and Paula D. Paquet
Feb.	28	Concord	Kress, John Jacob	Oscar L. and Lucille V. Valenti

Mar.	1	Concord	Burgess, Brian David	Warren A. Jr., and Mary T. Carroll
Mar.	2	Concord	von Jess, Jennifer Marie	John G. and Wilma C. Gundersdorf
Mar.	4	Concord	Coughlan, Lisa Anne	Paul J. and Eleanor P. Ney
Mar.	10	Concord	Davis, James Bishop, Jr.	James B. and Barbara A. Schnair
Mar.	12	Waltham	Dearborn, Susan Leigh	Gerald F. and Concetta A. Tosti
Mar.	12	Concord	Sheehan, Andrew J.	Thomas M. and Lillian E. Gross
Mar.	13	Concord	Dale, Wendy Sue	Stanley E. and Carla O. Cobb
Mar.	13	Concord	Soar, David Breton	William H. Jr. and Loretta M. Weir
Mar.	14	Concord	Newman, Stephen Douglas	Robert J. and Barbara J. Eastman
Mar.	17	Somerville	Nadeau, Patrick Earl	Earl L. and Marie C. Boutin
Mar.	18	Concord	MacDonald, Paul Hugh	James D. and Elizabeth A. Siekman
Mar.	20	Boston	Smillie, Martha Ann	Howard C. and Anne Mercer
Mar.	22	Concord	Stockton, Helen Rose	Eugene M. and Barbara J. Zaengle
Mar.	24	Boston	Burns, James Richard	William S. and Maryellen Wright
Mar.	25	Concord	Hill, Suzanne Linda-Marie	Arthur F. and Mildred D. Burns
Mar.	26	Concord	Doran, Andrea Lee	Robert W. and Marie L. Mitchell
Mar.	28	Concord	Rynning, Pamela Gae	Robert L. and Sondra L. Petersen
Mar.	28	Malden	Bryant, Stephen Anthony	George S. and Joan M. Kramer
Mar.	30	Boston	Malster, Robert Cameron	Robert L. and Joan H. Cameron

Apr.	2	Worcester	Carson, John Michael	Frederick M. and Mary R. Cherubino
Apr.	2	Concord	Day, Mary Catherine	Alan R. and Barbara V. Mulkerrin
Apr.	2	Concord	Fuller, Kimberly Louise	John B. Jr. and Sylvia J. Waltz

Date	Place	Name of Child	Name of Parents
Apr. 4	Concord	Olshansky, Peter	George and Vera Davidi
Apr. 5	Boston	Chamberlain, Nicholas David	Edwin A. and Ann Griffiths
Apr. 6	Concord	Murphy, William David	Richard H. and Janet W. Magoon
Apr. 7	Concord	Goershel, David Bruce	Donald and Margaret J. Cameron
Apr. 7	Boston	Dunn, Abigail Edna	William E. and Anne M. Lyons
Apr. 7	Concord	Penniman, Peter Francis	William E. and Shirley M. Olsen
Apr. 8	Boston	Pasieka, Patricia Susan	John F. and Patricia Eastman
Apr. 10	Concord	Cronin, Elizabeth	Peter J. and Helen E. Scollins
Apr. 10	Somerville	DiIorio, Frederick Anthony	Frederick A. and Annette M. Cormier
Apr. 16	Concord	Thompson, Warren Dunham, 3rd	Warren D., Jr. and Dawn Roper
Apr. 17	Boston	Gomberg, David Lee	Irwin and Francine Josephs
Apr. 17	Boston	Dauphinee, Karin Lee	Raymond and Marilyn Sedgwick
Apr. 18	Concord	Carroll, Dianne Louise	Francis L. and Theresa M. Angers
Apr. 18	Concord	Shepard, Richard Herbert	Herbert E. and May L. Andrews
Apr. 19	Concord	Ivanov, William Joseph	Alex and Elizabeth J. Smith
Apr. 20	Concord	Reynolds, Frederick L., Jr.	Frederick L. and Joan M. Robbins
Apr. 20	Concord	Gilmore, Mark Joseph	John T., Jr. and Arlene A. Dionne
Apr. 23	Marlborough	Goding, Wayne Thomas	Stephen A. and Diane M. Shea
Apr. 29	Concord	Jensen, Martin James	Edward N. and Carol L. Martin
Apr. 29	Concord	Rhodes, William David	Robert S. and Irene M. Mariani
Apr. 29	Waltham	Killian, David Evan	John D. and Priscilla E. Boggs
Apr. 30	Concord	Jamieson, Laurie Susan	Richard C. and Sandra E. Seppala
May 3	Boston	LaCamera, Joseph Kenneth	John J., Jr. and Ann Petruso
May 3	Concord	Butler, Robert Arthur	Arthur E. and Shirley E. Ingrham
May 6	Worcester	Vieraitis, Andrea Jean	Robert V. and Grace D. Rackauskas
May 7	Concord	Fitzgerald, Patricia Anne	William A. and Margaret R. Crowley
May 8	Concord	Myers, David Scott	James W. and Greta T. Leopardi
May 9	Concord	Kennedy, Scott Michael	Michael E. and Meredith A. O'Connor
May 12	Concord	Smith, Kelley Ann	Raymond K. and Roberta E. Arnold
May 14	Concord	Verrill, Ernest Cole, Jr.	Ernest C. and Marilyn J. Peer
May 16	Concord	Dayton, Bruce Winfield	David and Shirley A. Grange
May 17	Concord	McGinty, Kevin Daniel	Joseph W. and Margaret M. Collins
May 19	Concord	O'Connor, Patrick William	David J. and Helen M. Brittain
May 20	Boston	Biggert, Dale Charles	David S. and Linda K. LeRoyer
May 20	Concord	Hancock, Mary Elizabeth	James B. and Elsie E. Craig
May 25	Concord	Curren, Kimberly Lynne	Lee A. and Judith A. Engelhardt

May	25	Cambridge	Davidson, Dana Lloyd	George L., Jr. and Anne E. McLane
May	25	Concord	Shane, James Michael	James H. and Alice J. Tillman
May	31	Concord	Huntress, Kate Campbell	Roderick L., Jr. and Beverly Arthur
June	1	Concord	Celi, Christopher John	Mario J. and Lorraine C. Talomona
June	2	Concord	Grandy, Teresa Ann	Robert C. and Ruth M. Hearst
June	4	Concord	Butterworth, Cheryl	Lee D. and Shirley A. Phillips
June	5	Concord	Fowler, Elizabeth Ann	William D. and Frances E. Bean
June	7	Concord	Farrington, Sandra Jean	Perl V. and Virginia A. Bonney
June	8	Concord	Kelly, Judy Marie	Robert M., Jr. and Doris M. Duann
June	8	Boston	Sibley, Ann Bullard	Edgar H. and Linda Bullard
June	11	Boston	Buttrick, Holly	John B. and Susan Hall
June	13	Concord	Gilmore, George Gregory, Jr.	George G. and Mary E. Grady
June	18	Concord	O'Neill, Karen Jeanne	Patrick K. and Stella M. Furlong
June	21	Concord	Gotthelf, Joseph August	Joseph L. and Evelyn E. Fette
June	22	Concord	Foley, Stephen	John J. and Joyce E. Hutchins
June	24	Concord	Parsons, Karen	William L. and Carol A. Roseen
June	29	Concord	Pattine, Elizabeth Lee	William W. and Virginia L. Sproul
July	2	Milton	Salsgiver, John Paul, Jr.	John P. and Carol B. Haines
July	3	Concord	Ryan, Kevin Francis	George J. and Mary B. O'Brien
July	3	Concord	Hosie, Barbara Marian	James A. and Margaret J. Getgood
July	9	Concord	Douglas, Donald, Jr.	Donald and Margaret E. Hale
July	10	Concord	Saganich, Nancy Ellen	Joseph D. and Barbara A. Jacques
July	15	Concord	Maroni, Laura	Theodore A. and Arnhild E. Nieuwejaar
July	16	Concord	Turner, Gary Scott	George W. and Gloria J. Glenn
July	16	Concord	Hickey, Dawn Marie	Raymond T. and Gisela D. Klein
July	17	Concord	Lowden, Kenneth Richard	Arthur R. and Diane I. McKinstry
July	18	Boston	Kuell, Christine Anna	George J. and Gertrude A. Reinartz
July	18	Concord	Wallace, Cynthia Ann	John H. and Anna M. Sepe
July	19	Cambridge	Wagner, Ruth Elizabeth	William M., Jr. and Jane A. Schwartz
July	19	Boston	DiMaggio, Anna Marie	Simon A. and Marjorie A. Gribben
July	23	Concord	Shepherd, David Michael	Lloyd T. and Florence M. J. Lavers
July	24	Concord	Harris, David Clark	Philip A. and Lorna M. Clark
July	25	Concord	McFague, Adam Christopher	Warren M. and Mary A. Amoss
July	29	Concord	Moberly, Beth Ann	Verne E. Judith A. Gates
Aug.	5	Concord	Peters, Jane Marie	Joseph R., Jr. and Rose-Marie DiDonato
Aug.	7	Boston	Stolzberg, Melissa Lauren	Jack D. and Sarah N. Kupper

Date	Place	Name of Child	Name of Parents
Aug. 9	Concord	Harnum, Gary William	Neil J. and Anna M. Novak
Aug. 10	Concord	Litchfield, John Macaulay	Alvin G. and Elizabeth J. Chambers
Aug. 10	Medford	Kramer, Eva Marie	Robert R. and Elizabeth L. Roncole
Aug. 10	Concord	Duggan, Patrick Edward	Edward M. and Brenda J. Hollowell
Aug. 10	Concord	Plitt, Debra Jacqueline	James R. and Marian C. Seitz
Aug. 11	Marlborough	Colleton, Deborah Eileen	Larry R. and Phyllis A. Coolidge
Aug. 11	Lowell	Dowdy, Norma Edna	Jerry D. and Patricia E. Sullivan
Aug. 13	Concord	Flerra, Mark Steven	Louis F. and Marcia C. Reed
Aug. 14	Fitchburg	Nelson, Krist Emery	Allen H. and Thelma A. Anderson
Aug. 15	Cambridge	Curless, Lisa Ann	William F. and Patricia A. Minott
Aug. 18	Boston	Guthart, Rebecca Susan	Leo A. and Laura Carrol
Aug. 20	Concord	Mayo, Michael Thomas	Charles F. and Patricia R. Kistner
Aug. 20	Concord	Knight, Mary Patricia	William W. and Carolyn M. Wathen
Aug. 21	Cambridge	Gilfeather, Maryellyn	Frank G., Jr. and Martha A. Andrus
Aug. 23	Concord	Armstrong, John Quintin	Charles R. and Peggy M. Woltersdorf
Aug. 23	Concord	Mayo, Pamela Jane	Thomas G. and Melody L. Nicholson
Aug. 25	Concord	Laffin, Catherine Anne	Curtis A. and Ellen M. Staples
Aug. 27	Concord	Jeffrey, Judith Lillian	Peter A. and Marilyn L. Mawn
Aug. 28	Concord	Gemmell, Selene Anne	Charles J. and Grace L. Brownell
Sept. 9	Concord	Benton, Sarah Warren	Peter and Marilyn M. Moore
Sept. 12	Concord	Wood, Judy Kimball	William M. and Janet Wormwood
Sept. 13	Concord	Patterson, Debra Gertrude	William M. and Barbara M. Siekman
Sept. 17	Concord	Huber, Jane Fleming	Robert F. and Cornelia T. O'Dowd
Sept. 17	Concord	Gunning, April Lynn	William H. and Judith E. Totsch
Sept. 17	Concord	LaJeunesse, Paul James	Richard P. and Arlene A. Lester
Sept. 20	Concord	Peterson, Gail Ann	Carl A., Jr. and Joan B. True
Sept. 24	Concord	Cowdrey, Linda Claire	Robert S. and Dorothy A. Barry
Sept. 24	Concord	LaLonde, Barbara Ann	Robert R. and Arlene E. Howe
Sept. 27	Concord	Massie, Jamie Duane	William P. and Judith A. Olsen
Sept. 29	Concord	Oliver, Susan Elizabeth	Donald S. and Elizabeth A. McCullough
Oct. 1	Concord	Sargent, Rosalie	Robert B. and Rosalie Caiger
Oct. 1	Concord	Caldwell, Cynthia	Malcolm G. and Carol A. Martin
Oct. 2	Concord	Cheever, Derek John	Richard N. and Mary Jane Persohn
Oct. 3	Concord	Roche, Mark Philip	Thomas F. and Patricia M. Donnelly
Oct. 6	Concord	Hopkins, Timothy Paul	Richard C. and Eleanor M. McHugh

Oct.	8	Concord	Vervoort, Christine Felicia	Rene and Harmense C. Swart
Oct.	8	Ayer	Freeman, David Scott	Harry D. and Donna L. Files
Oct.	11	Concord	Kelley, Cheryl Ann	Francis J. and Geraldine Perry
Oct.	12	Acton	Pappas, Christopher Loomis	Charles W. and Barbara A. Swett
Oct.	14	Concord	Munro, Martin	Richard A. and Josephine E. LaSarlo
Oct.	16	Concord	Howe, Sheryl Ann	Richard N. and Sandra L. Seller
Oct.	16	Concord	Hochard, John Richard	Robert S. and Theresa L. Couture
Oct.	18	Concord	Lape, Douglas Cable	Robert C. and Marcia L. Giesy
Oct.	18	Concord	White, Janet Lynn	Robert W. and Judith A. Sweat
Oct.	25	Woburn	Spencer, Charles William, 3rd.	Charles W., Jr. and Mary E. McBreen
Oct.	29	Concord	Boccio, Donna Lyn	Nickey and Anna J. Pacy
Nov.	5	Concord	Nelson, Gail Hanne	Stanley E. and Cynthia A. Nelson
Nov.	7	Concord	Atherton, Brian Scott	Roger M., Jr. and Eleanor J. Lawrence
Nov.	7	Concord	Tobin, Brian Francis	Frank H., Jr. and Helen A. Ventola
Nov.	8	Concord	Bennett, Lael Nora	Richard A. and Patricia Marsden
Nov.	8	Concord	Brown, Keith Eric	Charles F. and Leita M. McKelvie
Nov.	17	Beverly	Peterson, Karla Anne	Robert J. and Kay D. Grumbles
Nov.	11	Concord	Keizer, Victoria Elaine	Ira D. and Marjorie I. Ayers
Nov.	16	Concord	Greer, Debra Jean	William W. and Charlena S. Bjorkgren
Nov.	19	Concord	Salwa, Michele Carmen	Peter S. and Lieselotte K. Oberst
Nov.	20	Concord	Lanphear, Kristin Adams	Deane R. and Cynthia Shedd
Nov.	21	Waltham	Graves, Pamela	William B. and Agnes P. Keplinger
Nov.	26	Concord	Sawyer, Pamela Jean	Herbert F. and LaVerla V. Matejka
Nov.	27	Concord	Moore, Susan Leslie	Harrington, Jr. and Gail S. Harrington
Dec.	3	Concord	Passerello, Donald Leroy	Joseph F. and Mary C. Bergman
Dec.	3	Concord	Hollifield, Cynthia Jean	William B. and Glee C. Hawes
Dec.	5	Concord	Jansson, Scott Reid	Barry and Barbara R. Bergman
Dec.	6	Concord	Stem, John Hooker	Taylor, F., Jr. and Jacqueline E. Hooker
Dec.	9	Concord	Kapper, Mary Patricia	Francis B. and Patricia A. Grewe
Dec.	23	Concord	Pruett, Arthur Paul	Edmond A. and Lois A. Hall

NOTICE

All dog licenses here listed expire
March 31, 1964.

Dogs must be licensed on or be-
fore April 1st or the owners or
keepers thereof are liable to a
fine.

The law applies to all dogs three
months old or over, regardless of
time of year ownership is acquired.

No tax bills are sent to owners of
dogs.

REPORT OF DOG LICENSES
ISSUED IN 1963

804 Licenses	@	\$ 2.00	\$1,608.00
90 Licenses	@	5.00	450.00
10 Licenses	@	10.00	100.00
5 Licenses	@	25.00	125.00
1 License	@	50.00	50.00
37 Duplicate Tags	@	.25	9.25
2 Transfer Licenses	@	.25	.50
Paid to Town Treasurer			<hr/> \$2,342.75

RECORD OF TOWN ELECTION
HELD MARCH 4, 1963

	Pct. 1	Pct. 2	Pct. 3	Total
Whole number of votes cast	302	308	496	1106
MODERATOR, one year				
James Edward Kinsley	128	152	326	606
Leonard E. Rae	105	57	82	244
Lawrence P. Wilder	63	97	80	240
Blanks	6	2	8	16
TOWN CLERK, one year				
Charles M. MacRae	277	279	460	1016
Blanks	25	29	36	90
SELECTMAN, three years				
Arthur W. Lee	275	275	451	1001
Blanks	27	33	45	105
ASSESSOR, three years				
Carl R. Godfrey	168	148	364	680
Joan P. Lindquist	111	139	115	365
Blanks	23	21	17	61
ASSESSOR, two years to fill vacancy				
Dewey E. Boatman	257	243	431	931
Blanks	45	65	65	175
BOARD OF PUBLIC WELFARE, three years				
Lossie E. Laird	267	274	448	989
Blanks	35	34	48	117
TREASURER, one year				
Wm. Henry Soar	277	283	462	1022
Blanks	25	25	34	84
TOWN COLLECTOR, one year				
Wm. Henry Soar	277	281	458	1016
Blanks	25	27	38	90
SCHOOL COMMITTEE, three years				
M. Virginia Biggy	217	163	290	670
Robert Evans, Jr.	135	179	273	587
Albert W. Koch	197	173	300	670
Blanks	55	101	129	285
CONSTABLES, one year				
Edward J. Collins, Jr.	265	266	432	963
Chauncey R. Fenton, Jr.	274	275	455	1004
T. Frederick S. Kennedy	273	269	446	988
David W. Scribner	268	267	448	983
Blanks	128	155	203	486
CEMETERY COMMISSIONER, three years				
Harlan E. Tuttle	280	279	467	1026
Blanks	22	29	29	80

BOARD OF HEALTH, three years

Martin J. Duggan	271	273	456	1000
Blanks	31	35	40	106

TRUSTEE OF MEMORIAL LIBRARY, three years

Richard A. Bodge	272	268	439	979
Blanks	30	40	57	127

PLANNING BOARD, five years

David P. Tinker	184	231	320	735
Calvin M. Farnsworth	100	64	138	302
Blanks	18	13	38	69

TREE WARDEN, one year

Franklin H. Charter	286	278	469	1033
Blanks	16	30	27	73

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

January 21, 1963

Article 1

To see if the Town will vote to raise and appropriate or appropriate from available funds the sum of \$45,000.00, or any other sum, to be expended by the Town Building Committee for the purpose of hiring an architect to make architectural working drawings for a contemplated twenty (20) class room elementary school to be located on land owned by the Town on Arlington Street, or take any other action relative thereto. (Inserted by Town Building Committee.)

Motion: That the Town vote to raise and appropriate the sum of \$45,000.00, to be expended by the Town Building Committee for the purpose of hiring an architect to make architectural working drawings for a contemplated twenty (20) class room elementary school to be located on land owned by the Town on Arlington Street.

Motion: To amend original motion by striking out "\$45,000.00" and substituting "\$5,000.00"; striking out "architectural working drawings" and substituting "revised preliminary drawings"; and adding "the designed cost not to exceed \$850,000.00".

Moderator appointed the following tellers:
John F. McLaughlin, Clyde J. Horne, Theo C. Lester, Robert E. Sweeney, Dewey E. Boatman, Robert M. Stow, Sarah M. Hinckley, Edith D. Stowell.

Total 328	Yes	203	No	125
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Motion carried.

Motion to rescind the amendment.

Total 292	Yes	123	No	169
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Motion lost.

Voted: To raise and appropriate the sum of \$5,000.00 to be expended by the Town Building Committee for the purpose of hiring an architect to make revised preliminary drawings for a contemplated twenty (20) class room elementary school to be located on land owned by the Town on Arlington Street, and that the designed cost is not to exceed \$850,000.00.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

ABSTRACT OF THE PROCEEDINGS OF THE
ANNUAL TOWN MEETING

March 11, 1963

Article 4

Voted unanimously: To amend Section 7 of the Town By-Laws, entitled Personnel By-Law for Wage and Salary Determination and Administration by increasing by an approximate 5% the figures in Schedule A, Schedule B and Schedule C, to be effective April 1, 1963; a copy of the revised figures to be submitted by the Personnel Board to the Town Clerk at its earliest convenience.

Article 1

Chose: Eleanor P. Wilson trustee of the Elizabeth White Fund for three years.

Chose: H. Stuart MacGregor trustee of the West Acton Firemen's Relief Fund for three years.

Chose: Clarence A. Frost trustee of the Acton Firemen's Relief Fund for three years.

Chose: Clark C. McElvein trustee of the Goodnow Fund for three years.

Chose: Percival W. Wood trustee of the Citizens Library Association of West Acton for three years.

Voted: That the Compensation of Elected officers of the Town of Acton for the calendar year 1963, adjusted for changes recommended by the Personnel Board, effective April 1, 1963, be as follows:

Moderator	\$15.00 per each night per meeting
Board of Selectmen:	
Chairman	\$ 520.00
Clerk	520.00
Member	520.00
Town Treasurer	3,240.00
Town Collector	2,715.00
Town Clerk	2,075.00
Board of Assessors:	
Chairman	1,560.00
Member	1,040.00
Clerk	1,040.00
Board of Public Welfare:	
Chairman	125.00
Member	75.00
Member	75.00

Board of Health:

Chairman	\$ 125.00
Member	75.00
Member	75.00

Member as Assistant Agent, at the rate of \$1.84 per hour

Tree Warden, at the rate of \$2.36 per hour from Jan. 1, 1963 to March 31, 1963 and \$2.48 per hour from April 1, 1963 to Dec. 31, 1963, plus \$.75 per hour for the use of his truck.

Article 2

REPORTS

Voted: To accept the several reports of the Town Officers and Boards.

Article 3

To hear and act upon the reports of any Committees chosen at any previous Town Meeting that have not already reported.

Voted: That the Committee appointed by the Board of Selectmen under Article #36 of the Annual Meeting of March 14, 1955, to compile and publish town ordinances, regulations and by-laws now in effect in Acton, be discharged and that a vote of thanks be extended to this committee for their service.

Voted: That the Committee appointed by the Board of Selectmen under Article #3 of the Special Town Meeting of September 12, 1955 for the purpose of making a study and recommendation for a suitable memorial to the Veterans of World War II and Korea and report at a later Town Meeting be discharged and that a vote of thanks be extended to this committee for their service.

Voted: That the Committee appointed by the Board of Selectmen under Article #48 of the Annual Meeting of March 13, 1961 to study the feasibility of the establishment of a Public Works Dept. be discharged and that a vote of thanks be extended to this committee for their services.

Voted: That the seven member committee appointed under Article #2 of the Special Town Meeting of July 28, 1952 to act as the Auditorium and Gymnasium Building Committee be discharged and that a vote of thanks be extended to this committee for their services.

Article 5

To see what sums of money the Town will vote to raise and appropriate to defray the necessary expenses of the several departments of the Town and determine how the same shall be raised.

Voted: That the following sums of money be appropriated for the several purposes hereinafter designated and that the same be expended only for those purposes, under the direction of the respective Boards, Committees, or Officers of the Town and that the total sum of money be raised in the 1963 Tax Levy.

General Government

Moderator:

1. Salary	\$ 75.00
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Finance Committee:

2. Expenses	125.00
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Selectmen:

3. Salaries	1,560.00
4. Expenses	1,000.00
5. Legal Services	1,250.00
6. Extra Legal Services	2,000.00

Town Office, Clerical Staff:

7. Salary and Wages	25,836.70
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Engineering Department:

8. Salaries	15,101.85
9. Expenses	2,025.00

Town Accountant:

10. Salary	1,975.00
11. Expenses	235.00

Treasurer:

12. Salary	3,240.00
13. Expenses	965.00

Town Collector:

14. Salary	2,715.00
15. Expenses	1,516.00

Town Assessors:

16. Salaries	3,640.00
17. Expenses	793.00

Town Clerk:

18. Salaries	2,075.00
19. Expenses	500.00

Election and Registration:

20. Salaries and Wages	2,500.00
21. Expenses	1,500.00

Planning Board:

22. Expenses	1,350.00
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Board of Appeals:

23. Expenses	25.00
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Industrial Development Commission:

24. Expenses	150.00
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Conservation Commission:

25. Expenses	200.00
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Town Report Committee:

26. Expenses	2,700.00
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Archives Committee:	
27. Expenses	\$ 75.00
Public Ceremonies and Celebrations Committee:	
28. Expenses	1,000.00
Buildings and Grounds:	
29. Salaries and Wages	5,601.00
30. Expenses	6,785.00
Miscellaneous:	
31. Expenses	500.00
Total General Government	<u>\$ 91,013.55</u>

Protection of Persons and Property

Police Department:	
32. Salaries and Wages	58,896.00
33. Expenses	7,500.00
Fire Department:	
34. Salaries and Wages	20,763.00
35. Expenses	11,000.00
Fire Alarm System:	
36. Salaries and Wages	7,875.00
37. Expenses	2,910.00
38. Fire Hydrant Rental	17,600.00
Sealer of Weights and Measures:	
39. Salary and Travel	365.00
40. Expenses	90.00
Moth Department:	
41. Wages	3,969.00
42. Expenses	1,700.00
Town Forest Committee:	
43. Maintenance	100.00
Tree Department:	
44. Shade Tree Replacement	425.00
45. Wages	3,330.00
46. Expenses	1,520.00
Wire Inspector:	
47. Wages and Travel	2,000.00
48. Expenses	25.00
Building Inspector and Agent for Enforcement of Zoning By-Law:	
49. Wages and Travel	4,200.00
50. Expenses	100.00
Dog Officer:	
51. Wages and Travel	520.00

Building Committee:	
52. Expenses.	\$ 50.00

Civilian Defense:	
53. Expenses.	360.00

Total Protection of Persons and Property	\$145,298.00
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Health and Sanitation

Board of Health:	
54. Salaries	275.00
55. Expenses.	1,500.00
56. Secretary, Salary	-----
57. Town Nurse, Salary.	5,158.00
58. Town Nurse, Expenses.	1,210.00
59. Part Time Nurse, Wages	758.00
60. Agent and Part Time Agent, Wages	3,500.00
61. Laboratory Fees	600.00
62. Hospital and Sanitorium	1,000.00
63. Medical Supplies.	400.00
64. Clinics	2,500.00
65. Garbage Collector.	12,650.00
66. Inspector of Animals, Wages.	150.00
67. Inspector of Animals, Expenses.	30.00
68. Plumbing Inspector, Wages.	2,000.00
69. Mosquito Control	2,500.00

Total Health and Sanitation.	\$ 34,231.00
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Highways

Highways:	
70. Village Highways	5,300.00
71. Drainage	13,355.00
72. Chapter 81, Highways	17,425.00
73. Chapter 90, Highways	2,000.00
74. Snow Removal	35,250.00
75. Traffic Signs and Lines	3,280.00
76. Vacations and Holidays	2,814.00
77. Sidewalk Maintenance	800.00
78. Highway Machinery Maintenance	7,000.00
79. Street Lighting	15,750.00
80. Town Dump	6,685.00

Total Highways.	\$109,659.00
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Charities

81. District and Local Welfare	
81. District and Local Welfare	
Administrative Salaries	1,800.00
82. Public Assistance	45,000.00

Total Charities.	\$ 46,800.00
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Veterans' Aid

Veterans' Benefits and Services:

83. Salary	\$ 1,635.00
84. Expenses	275.00
85. Aid	8,500.00

Total Veterans' Aid	\$ 10,410.00
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Education

Local Schools:

86. Instruction	404,937.00
(Less Transfer of Federal Funds)	20,000.00

Net Instruction	\$384,937.00
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87. Plant Operation and Maintenance	43,355.00
88. Transportation	47,148.00
89. Non-Instructional Services	4,900.00
90. Administration	11,050.00
91. Blanchard Auditorium	9,725.00
92. Capital Outlay	1,553.00
93. Contingency Fund	1,000.00

Total Local School	\$503,668.00
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Regional School - (Acton's Share):

94. Instruction	353,929.26
Less Transfer of Federal Funds	18,360.00

Net Instruction	335,569.26
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95. Plant Operation and Maintenance	38,784.35
96. Transportation	13,790.47
97. Non-Instructional Services	12,607.48
98. Administration	11,563.97
99. Blanchard Auditorium Lease	5,847.66
100. Capital Outlay	1,349.36
101. Athletic Fund	11,697.16
102. Contingency Fund	876.12

Total Regional School	\$432,085.83
Total Education	\$935,753.83

Library

Library:

103. Salaries and Wages	9,017.00
104. Expenses	2,711.00
105. Books	5,310.00
106. West Acton Library Expenses	1,000.00

Total Libraries	\$ 18,038.00
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Recreation

Playgrounds:

107. Wages	\$ 1,494.00
108. Expenses.	600.00

Total Recreation	\$ 2,094.00
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Cemeteries

109. Salaries and Wages.	17,613.00
110. Expenses.	3,000.00

Total Cemeteries.	\$ 20,613.00
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Insurance

111. Workman's Compensation.	4,000.00
112. Surety Bonds	820.00
113. Fire Insurance, Town Buildings.	5,500.00
114. Boiler and Machinery Insurance	650.00
115. Motor Vehicle Insurance	3,200.00
116. Money and Securities, All Risks	-----
117. Group Health Insurance	7,200.00

Total Insurance	\$ 21,370.00
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Pensions

118. Pension Fund.	12,274.00
119. Expenses.	682.01
120. Military Service Fund	7.03

Total Pensions	\$ 12,963.04
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Maturing Debt and Interest

Regional School:

121. Maturing Debt	42,370.00
122. Interest.	35,672.50

Julia McCarthy Elementary School:

123. Maturing Debt	15,000.00
124. Interest.	2,800.00

Julia McCarthy School Addition:

125. Maturing Debt	15,000.00
126. Interest.	1,560.00

New Elementary School:		
127. Maturing Debt	\$	45,000.00
128. Interest		22,140.00
West Acton Fire Station:		
129. Maturing Debt		-----
130. Interest		-----
South Acton Fire Station:		
131. Maturing Debt		12,000.00
132. Interest		1,200.00
Anticipation of Revenue - Notes:		
133. Interest		600.00
Miscellaneous Interest:		
134. Interest		100.00
Total Maturing Debt and Interest		<hr/>
		\$ 193,442.50
Total Budget to be raised and and appropriated		\$1,641,685.92

Special Articles

Art. 8.	Police Cruisers	\$	4,000.00
Art. 9.	Chapter 90		
	New Construction - Arlington St....		6,900.00
Art. 11.	West and South Water Supply		
	District - Hosmer Street		200.00
Art. 12.	Stabilization Fund		10,000.00
Art. 14.	Full Time Firefighters		23,500.00
Art. 15.	Personnel Board - Study		550.00
Art. 22.	Vocational Tuition and		
	Transportation		4,500.00
Art. 23.	Office Furniture and Equipment		1,200.00
Art. 28.	Soils Report and Soils Map		900.00
Art. 29.	Tennis Courts		9,100.00
Art. 30.	Water Safety Account		600.00
Art. 31.	Drinking Fountains - 3 Fields		500.00
Art. 32.	Restoration - Baseball Diamond, etc.		250.00
Art. 33.	Loaming & Seeding - Goward Field		236.00
Art. 34.	Loaming & Seeding - Gardiner Field		2,835.00
Art. 35.	Snow Removal - Playground Pond		25.00
Art. 37.	Emergency Generator -		
	South Acton Fire Station		1,950.00
Art. 39.	Fire Alarm Circuit Split and		
	Extension - School Street, etc.		4,935.00
Art. 47.	Parking Area - Rear		
	West Acton Fire Station		1,650.00
Art. 49.	Lighting Davis Monument		440.00
Art. 51.	Parking Signs - West Acton		365.00
Art. 58.	Five Gonset Communicaters -		
	Civil Defense		475.00
Art. 60.	Painting - Exterior Blanchard		
	Auditorium		700.00
Art. 61.	Sidewalk - Main Street		2,200.00

Art. 63.	Bodily Injury Liability		
	Insurance - Town Building	\$	750.00
Art. 64.	Speed Limit Signs - High Street . . .		310.00
			<hr/>
	Total to be raised and appropriated		
	under Special Articles		\$ 79,071.00

Transfers

From Overlay Surplus and Surplus Revenue
To

Art. 10.	Highways	43,775.00	
Art. 21.	Conservation Fund	7,084.25	
Art. 26.	North, South and Cross Street -		
	Construction - Betterments	8,000.00	
Art. 43.	Stabilization Fund	12,500.00	
Art. 44.	Compilation of Town By-Laws	2,500.00	
Art. 59.	Bleachers - Blanchard Auditorium. .	4,300.00	
Art. 65.	Improvements - Citizens Library . .	533.00	
Art. 66.	Reserve Fund (Overlay Surplus) . . .	15,000.00	
			<hr/>
			\$ 93,692.25

Other Transfers

Art. 40.	From Chapter 782		
	To Arlington Street		
	Construction	10,963.30	
Art. 45.	From Machinery Fund		
	To Rebuilt 3-wheel Roller . . .	3,000.00	
Art. 46.	From Machinery Fund		
	To Snow Plow	850.00	
Art. 48.	From Machinery Fund		
	To Cement Mixer	500.00	
Art. 62.	From McCarthy School		
	Addition Account		
	To 1962 Arlington St.		
	Elementary School		
	Building Account	14,000.00	
			<hr/>
			\$ 29,313.30
Grand Total			\$1,843,762.47

Voted: To adjourn at 10:45 P.M. until 8:00 P.M. Tuesday, March 12, 1963.

Article 6

Voted: To authorize the Town Treasurer with the approval of the Board of Selectmen to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1963 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with Section 17, Chapter 44, General Laws.

Article 7

Voted: To authorize the Town Treasurer to act as collector of taxes, in accordance with the provisions of Section 1, of Chapter 41.

Article 8

Voted unanimously: To raise and appropriate the sum of \$4,000.00 for the purchase of two (2) police cruisers and authorize the Board of Selectmen to trade-in, sell or otherwise dispose of the present cruisers.

Article 9

Voted unanimously: To authorize the Board of Selectmen to enter into a contract with the Department of Public Works and the County Commissioners for Chapter 90, Construction on Arlington Street and that for said construction the town raise and appropriate the sum of \$6,900.00; said money to be used in conjunction with \$6,900.00 to be allotted by the County and \$13,800.00 to be allotted by the State.

Article 10

Voted: To appropriate the sum of \$43,775.00 from Surplus Revenue which is the State and County allotments for highways for Chapter 81 and 90 and that the reimbursements be credited back to the Surplus Revenue Account.

Chapter 81 - Maintenance State	\$20,075.00
Chapter 90 - Maintenance State	1,500.00
Chapter 90 - Maintenance County	1,500.00
Chapter 90 - New Construction, County	6,900.00
Chapter 90 - New Construction, State	13,800.00
	<hr/>
	\$43,775.00

Article 11

Voted: To raise and appropriate the sum of \$200.00, as its contribution to the West and South Water Supply District of Acton toward the cost of extending a six-inch water main from Hosmer Street to the Acton town dump on Massachusetts Avenue.

Article 12

Voted: To raise and appropriate the sum of \$10,000.00, for the Stabilization Fund, pursuant to the provisions of General Laws, Chapter 40, Section 5-B.

Article 13

Voted: To pass over the Article.

Article 16

Voted: To have the Selectmen appoint a committee of five to make a study of housing for the aged and to make a report to the next annual Town Meeting.

Adjourned at 10:47 P.M.

The Moderator called the meeting to order at 6:00 P.M. on Tuesday, March 12, 1963.

Article 62

Voted unanimously: To transfer the sum of \$14,000.00 from the Julia McCarthy School Addition Account to be known as the 1962 Arlington Street Elementary School Building Account.

Article 14

Voted: That seven firefighters be appointed on a full time basis, and that the sum of \$23,500.00 be raised and appropriated to pay their salaries for the balance of the year.

Article 15

Voted unanimously: To raise and appropriate the sum of \$550.00 for the Personnel Board to have a study made of the Town By-Laws pertaining to the Fire Department, Job Classifications and Wage and Salary Determination and Administration.

Article 21

Motion: To appropriate from Surplus Revenue the sum of \$7,084.25 for the Conservation Fund.

8:58 P.M. Voted: To adjourn at call of the chair.

10:03 P.M. Reconvened after Special Town Meeting called at 9:00 P.M.

Article 21

Voted: To appropriate from Surplus Revenue the sum of \$7,084.25 for the Conservation Fund.

Voted: That no articles be started after 10:45 P.M. and that the meeting be adjourned until 8:00 P.M., Wednesday, March 13, 1963 at Blanchard Auditorium.

Article 17

Motion: (1) The Board of Selectmen be and is hereby authorized and directed to acquire by purchase or take by eminent domain under G. L. Chapter 79, as amended, four parcels of land totaling 25 acres more or less situated near Kelley's Corner on the Westerly side of Main Street adjacent to Route 2 and hereinafter more particularly described, for municipal

purposes, to wit, a police station, appurtenant facilities and related purposes (approximately 2 acres), a new public library, appurtenant facilities and related facilities (approximately 4 acres), public highway and access road (approximately 2 acres), drainage area, (approximately 1 acre), highway department facilities, storage and related facilities (approximately 5 acres), and school purposes (recreational area, related facilities and drainage) (approximately 11 acres) - all as generally and more specifically shown on a plan prepared by Town of Acton Engineering Department, dated February 28, 1963, entitled "Proposed Land Use for 25 Acres of Land" filed with the moderator, a copy of which shall be filed with the records following the minutes of this meeting.

(2) The land, the acquisition of which was hereinbefore authorized, is more particularly described as follows:

Parcel #1 - "Todd Land" containing 7 acres more or less: All of the land presently owned by Ethel L. Todd with the exception of the lot on which her house, garage and summer cottage presently stands and bounded as hereinafter described: In the South by Main Street (Route 27) and above mentioned house lot; in the West by School land owned by the Town of Acton; in the North by land now or formerly of the heirs of Mary T. Coughlin; in the East by the Commonwealth of Massachusetts, Route 2 limited access highway layout.

Parcel #2 - "Coughlin Lot", containing 16 acres more or less: All the land in above area presently owned now or formerly by the heirs of Mary T. Coughlin and bounded as hereinafter described: in the South by previously described "Todd Land", in the West by School land and the Athletic field owned by the Town of Acton, in the North by the Athletic Field owned by the Town of Acton, and by land now or formerly of the X-4 Corporation; in the Northeast by land now or formerly of undertermined ownership, sometimes referred to as the Edward Tuttle lot and by land now or formerly of Ina M. Larson; in the East by the Commonwealth of Massachusetts, Route 2 limited access highway layout:

Land of undertermined ownership

Parcel #3 - "Tuttle Land", containing 3/4 acres more or less: South of Hayward Road and West of Route 2 and bounded as hereinafter described; in the South by previously described Coughlin land, in the North by Hayward Road and in the East by land now or formerly of Ina M. Larson;

Parcel # 4 - "Larson Land" containing 1-1/4 acres more or less: All the land Southwesterly of the intersection of Hayward Road and Route 2 presently owned by Ina M. Larson and bounded as hereinafter described: In the West by previously described "Tuttle Land", in the North by Hayward Road, in the East by the Commonwealth of Massachusetts, Route 2 limited access highway layout and in the South by previously described Coughlin Land.

(3) The sum of \$25,000.00 be and hereby is appropriated for the purpose of acquiring the said land and to meet said appropriation the sum of \$14,000.00 shall be transferred from available revenue funds in the surplus revenue account and the sum of \$7,500.00, shall be included in the tax levy for the current year.

Substitute Motion: (1) That the Board of Selectmen be and hereby is authorized and directed to acquire by purchase or take by eminent domain under G. L. Chapter 79, as amended, one parcel of land totaling 2 acres more or less, on Main Street adjacent to Route 2 and hereinafter more particularly described, for municipal purposes, to wit, a police station,

appurtenant facilities, drainage and related purposes - as shown on a plan prepared by the Town of Acton Engineering Department, dated March 11, 1963, entitled "Proposed Land Use for 2 Acres of Land" filed with the Moderator, a copy of which shall be filed with the records following the minutes of this meeting.

(2) The land, the acquisition of which was hereinafter authorized is more particularly described as follows:

SOUTHERLY by Main Street (Route 27):

EASTERLY by the Commonwealth of Massachusetts, Route 2 limited access highway layout;

NORTHERLY by land now or formerly of the heirs of Mary T. Coughlin; and WESTERLY by land now or formerly of Todd.

(3) The sum of \$4,900.00 be and hereby is raised and appropriated for the purpose of acquiring the said land.

Article 17

Voted: To table substitute motion.

Voted: To table original motion.

Article 18

Voted: To pass over the Article.

Article 19

Voted: To postpone indefinitely.

Adjourn at 10:55 P.M.

The Moderator called the meeting to order at 8:00 P.M. on Wednesday, March 13, 1963.

Article 20

Voted: To pass over the Article.

Article 22

Voted: To raise and appropriate the sum of \$4,500.00 for the payment of vocational tuition and transportation according to the provisions of Chapter 74 of the General Laws.

Article 23

Voted: To raise and appropriate the sum of \$1,200.00 for the purchase of office furniture and equipment for the Town Hall.

Article 24

Voted: To pass over the Article.

Article 25

Voted unanimously: To accept the following street, constructed under the requirements of the Subdivision Control Law and laid out by the Board of Selectmen according to a plan on file with the Town Clerk:

Wachusett Drive, 809.75 feet from Nashoba Road, North including the takings or acceptance of easements for drainage, or other purposes where shown on said plans.

Article 26

Voted unanimously: To accept the following streets as laid out by the Board of Selectmen and according to plans on file with the Town Clerk.

North Street, approximately 710 feet from Main Street to Carlisle Road.

South Street, approximately 300 feet from Main Street to Cross Street.

Cross Street, approximately 540 feet from South Street to North Street. including the takings or acceptances of easements for drainage purposes as shown on said plans and appropriate from Surplus Revenue the sum of \$8,000.00 to grade, surface and provide surface drainage for above roads. All construction must meet the requirements of the Planning Board Rules and Regulations of April 1, 1954. All of the cost of these improvements to be assessed as betterments as per Chapter 80 of the General Laws.

Article 27

Voted: To pass over the Article.

Article 28

Voted: To raise and appropriate the sum of \$900.00 for the purpose of preparing and acquiring a Detailed Soils Report and Soils Map of the Town of Acton from the U. S. Department of Agriculture, Soils Conservation Service.

Article 29

Voted: To raise and appropriate the sum of \$9,100.00 for the construction and equipping of two tennis courts on Town of Acton land at the corner of Massachusetts Avenue and Charter Road, adjacent to and abutting the westerly end of the existing tennis courts.

Article 30

Voted unanimously: To raise and appropriate the sum of \$600.00, for the support of the Water Safety Program which is jointly sponsored by the Red Cross and the School Department.

Article 31

Voted: To raise and appropriate the sum of \$500.00 for the purchase and installation of three pedestal type drinking fountains, to be located at Jones Field, Goward Field and Gardiner Field.

Article 32

Voted: To raise and appropriate the sum of \$250.00 for the restoration of the baseball diamond and repairing of the backstop at Jones Field.

Article 33

Voted unanimously: To raise and appropriate the sum of \$236.00, for the loaming and seeding of an area 50 feet by 75 feet at Goward Field.

Article 34

Voted unanimously: To raise and appropriate the sum of \$2,835.00, for the loaming and seeding of an area 150 feet by 300 feet at Gardiner Field.

Article 35

Voted unanimously: To raise and appropriate the sum of \$25.00 for snow removal on the playground pond on Charter Road for the purpose of creating an ice skating area.

Article 36

Voted unanimously: To amend the Town By-Laws, Section 7, Personnel By-Law, Schedules B, B1, C and C1 to indicate the change of grade S7 number 3803 Town Nurse (Board of Health) to read grade S9 number 3803* and grade S7 number 3807 Assistant Town Nurse (P. T.) to read grade S9 number 3807* and to further adjust the Schedule B and B1 to indicate grade S5 position 607 Clerical Assistant (Board of Assessors) and to add section 14 entitled DEATH OF A RELATIVE to read as follows:

Payment will be made for lost time because of death in the immediate family. This includes the individuals parents, spouse and children, lost time up to three (3) days will be paid for.

Funeral of other relatives, payment up to one (1) full day will be made for necessary time to attend funeral of other relatives. This will include: sister, brother, grandmother, grandfather, grandson, granddaughter, mother-in-law, father-in-law, or an aunt or uncle of the employee.

Individual consideration may be given by the Personnel Board for longer absences, or for absences because of the death of a close relative for whose care and support the individual is primarily responsible.

Article 37

Voted: To raise and appropriate the sum of \$1,950.00, to purchase and install an emergency generator at the South Acton Fire Station.

Article 38

Motion: To raise and appropriate the sum of \$1,000.00, for the purchase of a Radar unit for traffic for the Police Department.

Motion: lost.

Article 39

Voted: To raise and appropriate the sum of \$4,935.00, to split the existing so-called Southeast circuit and extend the fire alarm network from the South Acton Fire Station along School Street, Main Street, High Street, Parker Street, Independence Road, River Street and Laws Brook Road; also to install five (5) alarm boxes.

Article 40

Voted unanimously: To appropriate from available funds the sum of \$10,963.30, for the purpose of new highway construction on Arlington Street, in accordance with Chapter 782 of the Acts of 1962.

Article 41

Voted: To pass over the Article.

Article 42

Motion: To authorize the Board of Selectmen to appoint an Executive Agent in accordance with Section 23A of Chapter 41 of the General Laws, as amended or as the same may be amended, and to raise and appropriate from available funds the sum of \$5,000.00, for the payment of salary of such Executive Agent.

Moderator appointed the following tellers: John F. McLaughlin, Harold W. Flood, Theron A. Lowden, Dewey E. Boatman, Warren W. Wheeler, Edwin H. Christofferson.

Total Vote: 243 Yes - 102. No - 141.

Motion lost.

Adjourned at 10:58 P.M.

The Moderator called the meeting to order at 8:00 P.M. on Monday, March 18, 1963.

Article 43

Voted: To appropriate from Surplus Revenue the sum of \$12,500.00, for the Stabilization Fund, pursuant to the provisions of General Laws, Chapter 40, Section 5-B.

Article 44

Voted: To appropriate from Surplus Revenue the sum of \$2,500.00, for the compilation of all Town By-Laws.

Article 45

Voted: To appropriate from the Machinery Fund the sum of \$3,000.00, for the purchase of a rebuilt 3-wheel roller (10-12 ton capacity) for the Highway Department and authorize the Board of Selectmen to trade-in, sell or otherwise dispose of the old one.

Article 46

Voted: To appropriate from the Machinery Fund the sum of \$850.00, for the purchase of a snow plow for the Highway Department and authorize the Board of Selectmen to trade-in, sell or otherwise dispose of an old one.

Article 47

Voted: To raise and appropriate the sum of \$1,650.00, for the purpose of creating a municipal parking area in the rear of the West Acton Fire Station.

Article 48

Voted: To appropriate from Machinery Fund the sum of \$500.00, for the purchase of a cement-mixer (one-half bag capacity) for the Highway Department and authorize the Board of Selectmen to trade-in, sell or otherwise dispose of the old one.

Article 51

Voted: To instruct the Board of Selectmen to amend the Traffic Rules and Orders of the Town of Acton by adding a paragraph stating that parking on both sides of Massachusetts Avenue, between Arlington Street and the intersections of Spruce Street and Kinsley Road be limited to one (1) hour between the hours of 6:00 A.M. and 6:00 P.M., except on Sundays and Holidays; West side of Windsor Avenue, between Massachusetts Avenue and Pearl Street, and on both sides of Central Street from Arlington Street to Pearl Street be limited to two (2) hours between the hours of 6:00 A.M. and 6:00 P.M., except on Sundays and Holidays; and to raise and appropriate the sum of \$365.00, for the purchase and erection of the necessary signs. This article will not become operable until the municipal parking area in the rear of the West Acton Fire Station voted under Article 47 is completed and ready for use.

Article 52

Voted: To pass over the Article.

Article 58

Voted: To raise and appropriate from available funds the sum of \$475.00 to be used in conjunction with the amount of \$625.00, unanimously voted at the Special Town Meeting of June 24, 1957 to purchase five (5) Gonset two-meter communicators for Civil Defense.

Article 59

Voted: To appropriate from Surplus Revenue the sum of \$4,300.00, for the purchase of folding bleachers to be installed in Blanchard Auditorium.

Article 60

Voted: To raise and appropriate the sum of \$700.00, for the painting of the exterior trim and doors of Blanchard Auditorium.

Article 61

Voted: To raise and appropriate the sum of \$2,200.00, for the construction of a sidewalk and the necessary berms on Main Street in the section covered by the 1962 Chapter 90 Construction.

Article 63

Voted: To raise and appropriate the sum of \$750.00, for bodily injury liability insurance, covering the Town buildings.

Article 64

Voted: To raise and appropriate the sum of \$310.00, for the purchase and installation of eight (8) speed limit signs.

Article 65

Voted: To appropriate from Surplus Revenue the sum of \$533.00 to pay for improvements made on the Citizens Library Association of West Acton property.

Article 66

Voted: To appropriate \$10,000.00 from overlay surplus, for a Reserve Fund, pursuant to the provisions of General Laws, Chapter 40, Section 6.

Moderator relinquished chair and turned the meeting over to Milford B. Bottomley who was appointed Moderator for remainder of meeting.

Article 49

Voted: To raise and appropriate the sum of \$440.00, to install electrical wiring to light the Davis Monument.

Article 50

Motion: To raise and appropriate the sum of \$1,200.00, for the purpose of erecting a permanent memorial to the men and women of the Town of Acton who served in World War II and the Korean Conflict; this memorial to be erected by a joint committee of the Board of Selectmen and the Public Ceremonies and Celebration Committee.

Motion lost.

Article 53

Motion: To rescind the vote of 1890 accepting Chapter 52; Acts and Resolves of Massachusetts 1890, approved February 27, 1890 to incorporate the Acton Memorial Library, Acton, Mass.

Motion lost.

Article 54

Voted: To pass over the Article.

Article 55

Voted: To pass over the Article.

Article 56

Voted: To pass over the Article.

Article 57

Voted: To pass over the Article.

Article 67

Voted: To dismiss the Article.

Voted: To adjourn at 11:10 P.M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

March 12, 1963

Article 1

Voted unanimously: (1) That there is hereby authorized the construction, originally equipping and furnishing of an elementary school building to contain approximately twenty classrooms as well as other necessary rooms and facilities to be located on land of the Town on Arlington Street;

(2) That the sum of \$900,000.00 is hereby appropriated for the purpose of constructing, originally equipping and furnishing said elementary school and other costs incidental thereto and connected therewith and to meet said appropriation the sum of \$75,000.00 is to be transferred from the Stabilization Fund; the sum of \$11,000.00 transferred from the Surplus Revenue Account; the sum of \$14,000.00 transferred from the Julia McCarthy School Addition Account; and the Treasurer be and hereby is authorized to borrow the sum of \$800,000.00 under the authority of Chapter 645 of the Acts of 1945, as amended, and to issue at one time or from time to time bonds of the Town therefor payable in accordance with the applicable provisions of Chapter 44 of the General Laws, each such issue of bonds to be paid in not more than 20 years from its date of issue, provided, however, that if and to the extent a construction grant for said school project from the Commonwealth under the provisions of Chapter 591 of the Acts of 1959, as amended, or any other enabling authority, is received prior to the sale of all of the bonds hereinbefore authorized, the proceeds of such grant shall be applied to the cost of the project in lieu of the proceeds from bonds and the amount of the total loan hereinbefore authorized shall be reduced accordingly;

(3) That the Building Committee of the Town of Acton acting for and on behalf of the Town shall have full power and authority to construct, originally equip and furnish said elementary school building including power and authority to make necessary contracts for and to have charge and supervision of said construction of said elementary school building, to hire architects and engineers and to take any other action necessary to carry said school project to completion.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

June 24, 1963

Article 3

Voted unanimously: To accept Chapter 77 of the Acts of 1963, viz: (Chapter 77) An Act Providing that Certain Applicants Who Do Not Meet Certain Minimum Height Requirements Shall Be Eligible For Appointment As Police Officers in the Town of Acton.

Be it enacted, etc. as follows:

Section 1. Notwithstanding any rule to the contrary regulating the minimum height of Police Officers, applicants in the next open competitive examination for police officer in the Town of Acton who meet all other requirements shall be eligible for certification and appointment providing they are not less than five feet five inches in height.

Section 2. This act shall take effect upon its acceptance by the Town of Acton.

Article 1

Motion: To amend the Zoning By-Law by deleting same in its entirety and substituting and adopting therefore the following as to form and content:

Protective Zoning By-Law of
the Town of Acton, Mass., as
Revised and Amended - June 24, 1963

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I PREAMBLE

For the purpose of promoting in the Town of Acton the health, safety, convenience and welfare of its inhabitants, to lessen the dangers from fire, congestion and confusion and to encourage the most appropriate use of land in the town, this protective by-law is enacted.

II GENERAL REGULATIONS

A. Continued Nonconforming Use of Land and Buildings

- 1. Nothing in this by-law shall prohibit the continued lawful use of land or buildings in the same or similar manner in which they were used at the time of the adoption of this by-law, but if any nonconforming use shall be discontinued for a period of more than five years, it may not be resumed, except by a permit granted by the Board of Appeals.
- 2. Necessary repairs and rebuilding of nonconforming structures after damage by fire, storm, or similar disaster are hereby permitted provided they are accomplished without delay and do not substantially change the character or size of the buildings nor the use to which they were put prior to such damage.

B. Temporary Uses

The Board of Appeals may permit a temporary building or use incidental to the development of a neighborhood, such permit to be issued for an initial period of not more than two years and for renewal periods of not more than one year each.

C. Lots in Two Districts

When a district boundary line divides a lot of single or joint ownership of record at the time this by-law is adopted, the regulations for the less restricted portion of such lot shall extend not more than thirty feet into the more restricted portion, provided the lot has frontage on a street in the less restricted district.

D. Signs and Advertising Devices

Signs and advertising devices shall not be considered structures under this law but shall be licensed by the Selectmen after recommendation by the Planning Board. Application for a license shall be made to the Selectmen and shall be accompanied by a complete description of the sign including a graphic pictorial representation thereof. A professional sign of six (6) square feet or less in area shall not require a license provided that said sign is on the premises of the person or company offering the services advertised and, in the case of a real estate sign, is on the premises offered for sale or lease.

Temporary signs for religious, educational and other noncommercial uses may be allowed by the Board of Selectmen.

E. Trailers

Hereinafter no person shall use or permit to be used for dwelling purposes within the Town, any trailer or similar mobile equipment whether registered, or unregistered, mobile or immobile, except the mobile trailers may be used for temporary dwelling purposes, provided such use is licensed by the Selectmen, said license to be applied for by the occupant within three (3) days after the unit is located in the Town, and with no license granted hereunder to be for a period exceeding six (6) calendar months.

F. Municipal, Educational, Religious, Historical or Conservation uses.

Nothing in this By-Law shall prohibit the development of any land in any district for municipal, educational, religious, historical or conservation use. Such use shall not be exempt from the general or specific regulations of this By-Law other than the Use Regulations.

G. Accessory Buildings

No accessory building or structure shall be located within the required front yard area nor within ten (10) feet of any lot line.

III DISTRICTS

A. Types of Districts

For purposes of this By-Law the Town of Acton is hereby divided into the following types and classes of Districts. Reference in the text shall be to the symbol in the right hand column indicated below.

1. Residential Districts
 - a. Residence 1 (Min. 40,000 sq. ft.) R1
 - b. Residence 2 (Min. 20,000 sq. ft.) R2
2. Business Districts
 - a. General business B1
3. Industrial Districts
 - a. General Industrial I1

Presently existing Industrial area shall be designated as I1, presently existing Business areas shall be designated as B1, and presently existing Residential areas shall be designated as R2 except as set forth under Section III B hereof and the "Zoning Map of the Town of Acton."

B. Location of Districts

Said districts are defined and bounded on the map which accompanies this by-law entitled "Zoning Map of the Town of Acton," Map No. 1 dated May 1, 1963 and filed in the office of the Town Clerk, which map, with notations thereon, is hereby made a part of this by-law. In the event of any difference between scaled distance upon said map and distance as indicated by figures, said figures shall govern.

1. The industrial area marked A and shown on the map as located in Acton Center lies southeasterly on Main Street between Nagog Hill Road and Brook Street and includes only the land described in the following deeds:

Mary A. Packard to Technology Instrument Corporation recorded in Middlesex South District Deeds Book 7632 Page 383.

Mary A. Packard to Lucius E. Packard and Raymond W. Searle, recorded in Middlesex South District Deeds Book 7840 Page 375.

Norman F. Livermore to Paul M. and Margaret McPherson recorded in Middlesex South District Deeds Book 7716 Page 558.

IV USE REGULATIONS

A. General Requirements

1. In Residential, Business and Industrial Districts no building or structure shall be erected or used and no premises shall be used except as set forth in sub-paragraphs B. C. and D. of use regulations herein.
2. Permitted uses and uses allowed under special permit by the Board of Appeals, as provided in Section VI, shall be in conformity with the provisions of Section II and V of this By-Law.
3. Residential and Business uses existing in Industrial Districts prior to June 24, 1963 shall be considered non-conforming, but shall be permitted the same respective privileges as permitted in Section III A1 or Section III A2.

B. Residential and Agricultural Districts (R1 and R2)

1. In a Residential and Agricultural District (R-1 and/or R-2) a building or premise may be erected, altered, or used for the following purposes:
 - a. A dwelling for one family including garaging for not more than four private motor vehicles.
 - b. Renting of not more than four rooms and furnishing of board by a resident family to not more than four non-transient persons.
 - c. Professional office or studio of a resident physician, dentist, attorney, architect, engineer or other members of a recognized profession; or a customary home occupation such as worker in handicraft, music teacher, or a person of similar vocation employing not more than two permanent employees.
 - d. Agricultural uses including general farming, orchard, nursery, green house, and livestock except the raising of swine or fur-bearing animals for commercial use. The garaging of farm equipment which is principally used on

the premises, salesroom or stand for display or sale of agricultural or horticultural products, the major portion of which is grown or produced on the premises.

2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
 - a. Alteration and conversion of a single family dwelling existing prior to June 24, 1963 to accomodate two families.
 - b. Tourist lodge, but not including an overnight cabin, motel or hotel.
 - c. Nursery school or other use for the day care of children or a private organized camp.
 - d. Hospital, sanitorium, nursing, rest or convalescent home, charitable institution or other non-correctional institutional use.
 - e. Non-profit country, tennis or golf club, lodge building or other social, civic or recreational use.
 - f. Business or professional office or agency, bank, or other financial institution; office of a resident Real Estate Broker, Insurance Broker and Hairdresser.
 - g. Commercial greenhouse.
 - h. Animal hospital Veterinary Practice and kennels.
 - i. Stone quarry, sand or gravel pit.
3. All other uses are not permitted.

C. Business District

1. The following uses are permitted in a Business District. (B1)
 - a. All uses permitted in sub-paragraph B1 of this Section.
 - b. Multiple family dwellings or apartments.
 - c. Tourist home, hotel, motel or overnight cabins.
 - d. Nursery school or other use for the day care of children or a privately organized camp.
 - e. Undertaking establishment or funeral home.
 - f. Retail stores and associated warehouses.
 - g. Business or professional office or agency, bank, or other financial institution.
 - h. Commercial greenhouse.
 - i. Filling or service station; repair garage for motor vehicles; autobody, soldering or welding shop and salesrooms for motor vehicles, trailers, boats, farm implements or machinery.
 - j. Restaurant or other place serving food or beverages.
 - k. Wholesale office or showroom with enclosed storage.
 - l. Indoor amusement or recreation place.
 - m. Manufacturing on the premises of products, a major portion of which is to be sold on the premises at retail to the ultimate consumer thereof.

2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
 - a. All uses permitted in sub-paragraph B2 a, d, e, and h of this section.
 - b. Drive-in or open air business.
 - c. Public or commercial outdoor amusement but not including outdoor movie theatre.
3. All other uses are not permitted.

D. Industrial District (I-1)

1. The following uses are permitted in the Industrial District. (I-1)
 - a. Agriculture uses as permitted in sub-paragraph B1 d of this section.
 - b. General industrial uses including manufacturing, processing or other industrial operations.
 - c. Sawmill.
 - d. Light manufacturing uses when the processes involved entail only the fabrication assembly, finishing work or packaging.
 - e. Warehouses (except retail) and open storage, such as lumber yards, stone, brick, gravel, cement and other bulky merchandise, contractors yard and similar uses.
 - f. Manufacturing on the premises of products a portion of which may be sold on the premises at retail to the ultimate consumer.
2. The following uses may be permitted by the Board of Appeals as provided in Section VI.
 - a. Non-profit country, tennis or golf club, lodge building or other social, civic or recreational use.
 - b. Commercial greenhouse.
 - c. Filling or service station, repair garage for motor vehicles, autobody, soldering or welding shop and salesroom for motor vehicles, trailers, boats, farm implements or machinery.
 - d. Private restaurant or other place serving food or beverages.
 - e. Wholesale office or showroom with enclosed storage.
 - f. Public or commercial outdoor amusement but not including outdoor movie theatre.
 - g. Animal Hospital, veterinary practice and kennels.
 - h. Motor freight or other transportation terminals; yards for servicing of trucks or trailers.
 - i. Stone quarry, sand or gravel pit.
 - j. Retail Business.
3. All other uses not permitted.

V INTENSITY REGULATIONS

A. General Requirements

1. **Applicability.** In the several districts set out in Section III A of this By-Law no development or redevelopment of any land, and no construction, reconstruction, or conversion of any building or structure shall be permitted except in accordance with the accompanying "Intensity Regulations Schedule" and in accordance with the several additional requirements of this Section.
2. **Setback.** No building or other structure shall be erected nearer than 30 feet to the sidelines of the street, except that where two or more adjacent buildings have established a setback line less than permitted above, the Board of Appeals may permit a new structure to be erected in conformity with the line so established.
3. **Projections.** Nothing herein shall prevent the projection of cornices or eaves not exceeding twenty-four (24) inches in width or of steps or sills into any required yard.
4. **Dwellings.** In any district no more than one building for residential use shall be built on a single lot.
5. **Use of Required Yards.** Required front yards are to be free of all structures, and parking areas, not including essential access drives, except by permission of the Board of Appeals with recommendation of the Planning Board.
6. **Parking Area.** A parking area off the public ways must be provided for all automobiles used by all employees, residents and customers of the premises.
The formulae for determining the proposed number of parking spaces required shall be submitted to and for the approval of the Board of Selectmen or its agent at the same time as application shall be made for a building or use permit.
7. **Off-Street Loading Facilities.** Off-Street Loading Facilities must be provided and be of sufficient area to keep the public way clear.

B. INTENSITY REGULATION SCHEDULE DISTRICT AND USES

Maximum Lot Dimensions		Frontage or Width at minimum Setback		Minimum Yard Dimensions			Maximum Heights of Building (*)	
		Lot Area (Sq. Ft.)	Depth	Front Yard (Setback)	Side Yard	Back Yard	Stories	Feet
R-1	All Residential and Agricultural Uses	40,000	150	45	30	45	2½	35
	All other uses	40,000	150	45	30	45	2½	35
R-2	All Residential and Agricultural Uses	20,000	100	30	20	30	2½	35
	All other uses	20,000	100	30	20	30	2½	35
B-1	All uses allowed in R-2 subject to regulations in R-2							
	two to four family residence and conversions	10,000 per D.U.	100	30	20	30	2½	35
	Multi family uses	60,000 3,500 per D.U.	200	45	30	45	3	40
I-1	All permitted uses	40,000	150	45	20	45		85

(*) Vertical Distance to eave line from normal ground level.

C. Modifications and Exceptions

1. Party Walls. In General Business Districts only, the required side yards shall not apply to non residential buildings having a party wall on a side lot line.
2. Open Space. Within or in addition to the required yards for all multi-family uses there shall be provided usable open space of at least 500 sq. ft. per dwelling unit with one or less bedrooms and 1,000 sq. ft. per dwelling unit with two or more bedrooms. Such space shall not include parking space or laundry drying areas but shall be designated for active and passive recreation.

VI ADMINISTRATION

A. Enforcement

1. Enforcement. This By-Law shall be enforced by the Board of Selectmen or their agent in the manner provided for by the General Laws and the By-Laws of the Town. Any person aggrieved by any decision hereunder may appeal to the Board of Appeals.
2. Building Permit. In any district, a Building permit shall not be issued until such proposed action shall comply in all respects with the provisions of this By-Law or with a decision rendered by the Board of Appeals.

Any application for a Building permit shall be accompanied by a plan accurately drawn, showing the actual shape and dimensions of the lot to be developed, the location and size of all existing structures on the lot, the location of all proposed improvements, together with the lines within which all buildings or structures are to be erected, the existing or intended use of each improvement and such further information as may be necessary to provide for the execution and enforcement of this By-Law. A record of all applications, plans and permits and actions taken thereon shall be kept on file by the Building Inspector.
3. Certificate of Occupancy. A certificate of occupancy as required by the Acton Building Code shall be conditional on the adequacy of parking space and such other facilities as may be required by this By-Law or a decision of the Board of Appeals, and shall lapse if and when such areas and facilities are used for other purposes.
4. Conformance to Performance Standards. Any alleged violator shall be investigated. The Board of Selectmen, if there appears to be reasonable grounds, may employ qualified experts to determine such violation. If, after a public hearing, violation is found to have occurred or does exist, the violator shall pay such costs in addition to any fines.
5. Fines. The penalty for violation of this By-Law shall be \$20.00 each offense; as provided in Chapter 40, Section 21 of the General Laws as amended, of the Commonwealth of Massachusetts.

B. Board of Appeals

1. In accordance with the provisions of Chapter 40A of the General Laws, a Board of Appeals consisting of three (3) members shall be appointed by the Selectmen for terms of such length and so arranged that the term of one member shall expire each

year. Two associates shall be appointed in like manner. No member of the Board of Appeals shall act in any matter in which he is personally interested, in such event an associate shall act.

2. Such board shall have all the powers set forth in Chapter 40A of the General Laws together with the powers and authority set forth in this By-Law and shall be governed by the systems and procedures as established by Chapter 40A of the General Laws as amended.
3. The Board of Appeals shall have the following powers and duties:
 - a. To hear and decide appeals where it is alleged that there is an error in the enforcement of this By-Law.
 - b. To hear and decide applications for special permits for exceptions as required by this By-Law.

A special permit is a permit to use property for the purpose specified and shall not waive, vary or relax any other provision of this By-Law applicable thereto. In acting upon special permits the Board shall consider the general intent of the Comprehensive Town Plan and may accordingly impose such conditions and safeguards as are deemed necessary.

- c. To authorize upon appeal or petition with respect to a particular parcel of land a variance from the terms of this By-Law. Such variance shall be granted only for reasons of practical difficulty and substantial hardship to the appellant and only where the Board finds that:
 - aa. There are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building but not affecting generally the zoning district in which it is located and application of the standards of this By-Law would deprive the applicant of a reasonable use of the property and
 - bb. The specific variance as granted by the Board is the minimum variance that will grant a reasonable relief to the owner; and
 - cc. The granting of the variance will be in harmony with the purpose and intent of this By-Law. In approving a variance the Board may attach such conditions and safeguards as are deemed necessary to protect the neighborhood in addition to the applicable requirements of this By-Law.
 - dd. In accordance with Chapter 40A, Section 20 of the General Laws, no appeal or petition for a variance from the terms of this By-Law, nor any application for a special permit for exceptions to the terms of this By-Law which has been unfavorably acted upon by the Board of Appeals shall be considered on its merits by said Board within two years after the date of such unfavorable action except with the consent of all the members of the Planning Board.

C. Amendments

1. In accordance with the General Laws this By-Law may be amended by a two-thirds vote of a Town Meeting.

2. In accordance with Chapter 40A, Section 8 of the General Laws, no proposed By-Law making a change in any existing zoning By-Law, which has been unfavorably acted upon by a Town Meeting, shall be considered on its merits by a Town Meeting within two years after the date of such unfavorable action unless the adoption of such proposed By-Law is recommended in the final report of the Planning Board as required by Chapter 40A, Section 6 of the General Laws.

D. Effect of By-Law

1. Nothing in this By-Law shall be construed as repealing or modifying any other existing Town By-Law, rule, regulation or permit, but shall be in addition thereto.

E. Validity

1. The invalidity of any section or provision of this By-Law shall not invalidate any other section or provision thereof not manifestly inseparable therefrom.
2. These By-Laws shall take effect upon compliance of the provisions of Section 32, Chapter 40 of the General Laws.

Voted: That the proposed Protective Zoning By-Law of The Town of Acton be amended by inserting in Section B of Article III after the word "by-law" and before the period of the first sentence thereof, the following:

", except that said map is hereby amended as follows:

The Residence 1 District in that part of Acton adjacent to The Town of Carlisle shall be extended to include the area bounded on the West by Robins Mill Pond and Nonset Brook, on the North by the center of Carlisle Road, and on the East by the Town of Carlisle".

Voted: To strike out in Section II G the words "No accessory building or structure" and insert "No accessory building, structure, garage and breeze-way or attached garage".

Moderator appointed the following tellers: Harold W. Flood, Thomas Motley, 2nd, Lawrence P. Wilder, Earle W. Tuttle, Virginia Hennessy, Dorothe L. Gravin, Lydia R. Lesure, Katherine B. Crafts, Dorothy E. Williams.

Ballot vote. Total - 202. Yes - 126. No - 76

Needed to carry - 135

Motion lost.

Article 2

Voted: To pass over the article.

Adjourned at 9:52 P.M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

September 9, 1963

Article 1

Motion: To authorize the Selectmen to purchase, take by eminent domain or otherwise acquire a certain parcel of land for school purposes, said parcel of land containing approximately 81.53 acres of land on the southerly side of Main and Brook Streets, Acton Center, believed to be now or formerly the property of Brewster Conant of Evanston, Illinois and being more particularly described as follows:

Beginning at a point of intersection of the southerly side line of Brook Street with the westerly side line of the New York, New Haven, and Hartford Railroad, Framingham-Lowell Railroad, thence 102.3 feet at South $06^{\circ} 57' 0''$ West by said railroad side line, thence 187 \pm at North $78^{\circ} 29' 0''$ West to Nashoba Brook, thence approximately 225.00 feet in a southeasterly direction by said Nashoba Brook to previously mentioned railroad side line, thence 2123.85 feet at South $06^{\circ} 57' 0''$ West by said railroad side line to an iron pipe at land of Snyder, thence 503.45 at North $64^{\circ} 40' 0''$ West by land of Snyder to a corner of a stone wall, thence again by Snyder land 298.00 \pm North $22^{\circ} 50' 0''$ East, thence westerly by land of Snyder, 674.00 \pm approximately to a corner of stone walls between land of Snyder and Technical Instrument Corp., thence northwesterly 1,463.00 \pm feet by said T.I.C. land, along a stone wall to a corner in said stone wall, thence along a stone wall by two courses, 82.5 feet @ South $87^{\circ} 19' 30''$ and 129.7 at South $77^{\circ} 04' 30''$ West to the end of said wall, thence 52.22 feet at North $19^{\circ} 05' 10''$ East to the easterly side line of Main Street, thence 1,066.88 feet by the easterly side line of Main Street as established in the 1927 County Layout, thence 1,566.15 feet by the southerly side line of Brook Street as established in the 1947 County Layout to point of beginning.

All of described land as being shown on a plan entitled: "Land in Acton, owned by Augustine B. Conant, and Brewster Conant, by Harlan E. Tuttle, of February 18, 1958, as being Parcel 2 in its entirety and recorded in Middlesex Registry of Deeds in Book 9131, Page End.

(2) That the sum of \$125,000 be appropriated for the purpose of purchasing, taking by eminent domain or otherwise acquiring the aforesaid parcel of land;

(3) That to meet the aforesaid appropriation for the purchasing, taking by eminent domain or otherwise acquiring the aforesaid parcel of land, the sum of \$5,000 shall be and hereby is transferred from the surplus revenue account; and the Treasurer, with the approval of the Selectmen, shall be and he hereby is authorized to borrow the sum of \$120,000 under the authority of Chapter 44, Section 7, Clause (3) of the General Laws and to issue, at one time or from time to time, bonds or notes of the Town therefore, payable in accordance with the applicable provisions of said Chapter 44, each such issue of bonds to be paid in not more than twenty years from its date and each such issue of notes to be paid in not more than four years from its date.

Voted to amend motion to read as follows: That the Town authorize the Selectmen to purchase, take by eminent domain or otherwise acquire for school purposes a certain parcel of land containing approximately 43 acres of land, being a portion of a larger parcel of land containing approximately

81.53 acres on the southerly side of Main and Brook Streets, Acton Center, believed to be now or formerly the property of Brewster Conant of Evanston, Illinois. Said portion is more particularly described as follows:

Beginning at a point on the southerly side line of Brook Street, said point being located 808.23 feet from the intersection of the southerly side line of Brook Street and the easterly side line of Main Street at a Road Bound measured in an easterly direction by said southerly side line of Brook Street, thence running 400.00 feet \pm by said Brook Street, to Nashoba Brook and land now or formerly of Brewster Conant, thence approximately 425.00 feet north-easterly by said Nashoba Brook to land now or formerly of New York, New Haven and Hartford Railroad Company, Framingham-Lowell Railroad, thence approximately 225.00 feet southeasterly by said Nashoba Brook and land of said New York, New Haven and Hartford Railroad Company, Framingham-Lowell Railroad to the westerly side line of the New York, New Haven and Hartford Railroad Company, Framingham-Lowell Railroad Right-of-way, thence 2123.85 feet at south $06^{\circ} 57' 0''$ West by said Railroad Right-of-way to an iron pipe at land now or formerly of Harry & Rose I. Snyder, thence 503.45 feet at North $64^{\circ} 40' 0''$ West along a stone wall by land of said Snyder to a corner, thence 298.00 feet approximately at North $22^{\circ} 50' 0''$ East by land of said Snyder, thence turning and running westerly 674.00 feet by said Snyder land to a corner of three stone walls between land of said Snyder and Technical Instrument Corporation, thence turning and running 2,160 feet \pm in a north-north-westerly direction to point of beginning; All of said land to include approximately 43.00 \pm acres and as shown by a plan entitled "Plan of land for School purposes, owned now or formerly by Augustine B. and Brewster Conant as prepared by Engineering Department, Town of Acton, dated September 9, 1963". Said plan to be recorded with the instruments of taking and the proceedings of this Town Meeting.

(2) That the sum of \$55,000 be appropriated for the purpose of purchasing, taking by eminent domain or otherwise acquiring the above-described parcel of land;

(3) That to meet the aforesaid appropriation for the purchasing, taking by eminent domain or otherwise acquiring the aforesaid parcel of land, the sum of \$5,000 shall be and hereby is transferred from the surplus revenue account; and the Treasurer, with the approval of the Selectmen, shall be and he hereby is authorized to borrow the sum of \$50,000 under the authority of Chapter 44, Section 7, Clause (3) of the General Laws and to issue, at one time or from time to time, notes of the Town therefore, payable in accordance with the applicable provisions of said Chapter 44, each such issue of notes to be paid in not more than four years from its date.

The Moderator appointed the following tellers: James B. Wilson, Julia A. Barry, Barbara A. Birch, Grace J. Cullinane, Hazel P. Vose, Eleanor P. Wilson, Phyllis P. Sprague, John H. Loring, Warren W. Wheeler, Charlotte Wetherbee, Katherine B. Crafts, Hilda E. Horne, William H. Flood, John McK. Whittier, Sr., Elizabeth H. Boardman, John W. Putnam.

Total vote 494 Yes - 287 No - 207

Needed to carry - 329

Motion lost.

Voted: To take up Article 3.

Article 3

Voted unanimously: To amend the By-Laws of the Town of Acton by inserting in Section 2 a new Article as follows:

Article 11. Inspector of Gas Piping and Gas Appliances. The Board of Selectmen shall in each year, after its organization, appoint an inspector of gas piping and gas appliances in buildings, whose duty shall be the enforcement of the rules and regulations adopted by the Board established by General Laws, chapter 25, section 12H, inserted by section 1 of chapter 737 of the Acts of 1960, and amendments thereto.

Article 4

Voted: To transfer the sum of \$500.00, from the Surplus Revenue Account to compensate the Gas Inspector.

Article 5

Voted unanimously: To transfer from the Insurance Claim Recovery Fund to the Village Account the amount of \$1,721.19.

Article 6

Voted: To transfer the sum of \$500.00 from the Surplus Revenue Account to the Machinery Fund.

Article 7

Voted unanimously: To accept the relocation of Parker Street, at its intersection with Independence Road, for a distance of 553.96 feet, approximately half of which runs in a southwesterly direction from said intersection and the other half in a northerly direction, as laid out by the Board of Selectmen for common convenience, necessity and public safety, according to a plan on file with the Town Clerk.

Article 8

Voted: To rescind the action taken under Article 40 of the 1963 Annual Town Meeting and vote to appropriate from available funds the sum of \$10,963.30 for the purposes of new highway construction on Parker Street, Martin Street and Arlington Street, in accordance with Chapter 782 of the Acts of 1962.

Article 2

Motion: To pass over Article.

Voted: To adjourn at 10:55 P.M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

Amendment to the Town By-Laws voted in the affirmative at the Special Town Meeting September 9, 1963 was approved by Attorney General Edward W. Brooke on October 28, 1963.

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

October 28, 1963

Article 1

Motion: (1) That the Town authorize the Selectmen to purchase, take by eminent domain or otherwise acquire for school purposes a certain parcel of land containing approximately 43 acres of land, being a portion of a larger parcel of land containing approximately 81.53 acres on the southerly side of Main and Brook Streets, Acton Center, believed to be now or formerly the property of Brewster Conant of Evanston, Illinois. Said portion is more particularly described as follows:

Beginning at a point on the southerly sideline of Brook Street, said point being located 808.23 feet from the intersection of the southerly sideline of Brook Street and the easterly sideline of Main Street at a road bound measured in an easterly direction by said southerly sideline of Brook Street, thence running 400.00 feet \pm by said Brook Street, to Nashoba Brook and land now or formerly of Brewster Conant, thence approximately 425.00 feet north-easterly by said Nashoba Brook to land now or formerly of New York, New Haven and Hartford Railroad Company, Framingham-Lowell Railroad thence approximately 225.00 feet southeasterly by said Nashoba Brook and land of said New York, New Haven and Hartford Railroad Company, Framingham-Lowell Railroad to the westerly side line of the New York, New Haven, and Hartford Railroad Company, Framingham-Lowell Railroad Right-of-way, thence 2123.85 feet at South $06^{\circ} 57' 0''$ West by said Railroad Right-of-way to an iron pipe at land now or formerly of Harry & Rose I. Snyder, thence 503.45 feet at North $64^{\circ} 40' 0''$ West along a stone wall by land of said Snyder to a corner, thence 298.00 feet approximately at North $22^{\circ} 50' 0''$ East by land of said Snyder, thence turning and running westerly 674.00 feet by said Snyder land to a corner of three stone walls between land of said Snyder and Technical Instrument Corporation, thence turning and running 2,160 feet \pm in a north-northwesterly direction to point of beginning; All of said land to include approximately 43.00 \pm acres and as shown by a plan entitled "Plan of land for School purposes, owned now or formerly by Augustine B. and Brewster Conant as prepared by Engineering Department, Town of Acton, dated September 9, 1963".

(2) That the sum of \$60,000 be appropriated for the purpose of purchasing, taking by eminent domain or otherwise acquiring the above-described parcel of land;

(3) That to meet the aforesaid appropriation for the purchasing, taking by eminent domain or otherwise acquiring the aforesaid parcel of land, the sum of \$4,000 shall be and hereby is transferred from the surplus revenue account; and the Treasurer, with the approval of the Selectmen, shall be and he hereby is authorized to borrow the sum \$56,000 under the authority of Chapter 44, Section 7, Clause (3) of the General Laws and to issue, at one time or from time to time, notes of the Town. Therefore, payable in accordance with the applicable provisions of said Chapter 44, each such issue of notes to be paid in not more than four years from its date.

Motion: That Article I shall not be subject to further consideration at this meeting, but shall be referred to an Elementary School Site Selection Committee consisting of the following:

One person each from:

The Acton School Committee
The Acton Building Committee
The Finance Committee
The Board of Health
The Planning Board
The Board of Assessors
The Board of Selectmen

And two other persons to be selected by the moderator at large.

And that said Committee investigate other locations available for sale, and appropriate for elementary school use, and report back with recommendations by January 1, 1964.

And that the sum \$1,000 be transferred from The Reserve fund to defray expenses incurred by the Committee in the conduct of its investigations.

Motion lost.

Moderator appointed the following tellers: James B. Wilson, Julia A. Barry, Barbara A. Birch, Grace J. Cullinane, Hazel P. Vose, Phyllis K. Sprague, Eleanor P. Wilson, Porter G. Jenks, Philip A. Harris, Edwin H. Christofferson, E. Wilson Bursaw, Joseph W. McGinty, James P. McBride.

Ballot vote on original motion: Total - 1078 Yes - 673 No - 405

Needed to carry - 719

Motion lost.

At 12:05 A.M. October 29, voted to adjourn to Monday, November 4, 1963 at 8:00 P.M. in the Blanchard Auditorium.

Monday, November 4, 1963, the Moderator called the meeting to order at 8:00 P.M.

Article 2

Voted: To pass over the article.

Article 3

Voted unanimously: To appropriate from Surplus Revenue the sum of \$5,000.00 and authorize the Selectmen to purchase, take by eminent domain, or otherwise acquire two parcels of land, described as follows:

Parcel #1: Lot #16 as shown on plan entitled "Land in Acton owned by Malcolm R. Dunn and Judith V. Dunn" by Harlan E. Tuttle, Surveyor, dated July 21, 1956 and recorded in the Middlesex Registry of Deeds (South District) as Plan #1321 of 1956 in Book 8785 Page End, containing 22,500 \pm square feet.

Parcel #2: Beginning at a point at the southwest corner of Lot #16 as shown on above plan, thence 140.4 feet at South 23° 07' East, thence 150.0 feet at North 66° 53' East, thence 140.4 feet at North 23° 07' West to the southeast corner of Lot #16, thence along the southerly line of Lot #16 150.0

feet at South 66° 53' East to the point of beginning, containing 21,060 \pm square feet;

both parcels owned now or formerly by Malcolm R. Dunn and Judith V. Dunn, for use as a site for a police station.

Article 4

Voted unanimously: To appropriate from Surplus Revenue the sum of \$3,000.00 to be expended by the Town Building Committee for the purpose of hiring an architect. Said architect to be hired for the purpose of making preliminary drawings and preliminary cost estimates for a contemplated Police Station to be located on Main Street, Acton, on a plot of land shown as Lot #16 and extension thereof, owned by the Town.

Article 5

Voted unanimously: To appropriate from Surplus Revenue the sum of \$5,000.00 to be expended by the Town Building Committee for the purpose of hiring an architect. Said architect to be hired for the purpose of making preliminary drawings and preliminary cost estimates for a contemplated addition to the present Acton Memorial Library.

Article 6

Voted unanimously: To transfer from Article 14 of the 1963 Annual Town Meeting, the permanent fireman's salary account, the sum of \$2,397.65 to the Fire Department Expense Account and the sum of \$3,250.00 to the Fire Alarm Expense Account, and the sum of \$5,500.00 to the Fire Department Salaries and Wages Account.

Article 7

Voted unanimously: To appropriate from Surplus Revenue the sum of \$1,300.00 for Elections and Registrations; \$300.00 for the Salaries and Wages Account and \$1,000.00 for the Expense Account.

Article 8

Voted: To lay this article on the table.

Article 9

Voted: To lay this article on the table

Article 10

Motion: To amend the By-Laws of the Town of Acton that deal with the Committee on Finance, Section 3, Article 1 by deleting said Article 1 and in its place substituting and adopting the following:

Article 1. There shall be a finance committee consisting of nine voters of the Town, three from each precinct. The committee shall be appointed by the Board of Selectmen in the following manner: three members, not from the same precinct, shall be appointed for a term of one year; three members, not from the same precinct, shall be appointed for a term of two years; and three members, not from the same precinct, shall be appointed for a term of three years, and thereafter, the appointments shall be for a term of three years.

Voted: To substitute the following motion and it was;

Voted unanimously: To amend the By-Laws of the Town of Acton that deal with the Committee on Finance, Section 3, Article 1 by deleting said Article 1 and in its place substituting and adopting the following:

Article 1. There shall be a finance committee consisting of nine voters of the Town. The committee shall be appointed by the Board of Selectmen in the following manner: three members shall be appointed for a term of one year; three members shall be appointed for a term of two years; and three members shall be appointed for a term of three years, and thereafter, the appointments shall be for a term of three years.

Article 11

Voted unanimously: To accept Section 6B of Chapter 40 of the General Laws which reads as follows:

"Uniforms for Police and Firemen.

A City or town which accepts or has accepted this section may appropriate money for the purpose of uniforms for members of its police and fire departments, which may include the purchase of rubber boots, shoes, and other outer clothing necessary for the use of members of the police and fire departments when traveling to or from or during the course of their employment".

Article 12

Voted unanimously: To transfer from Surplus Revenue the sum of \$70,000.00 for the Stabilization Fund, pursuant to the provisions of the General Laws, Chapter 40, Section 5B, such amount to be deposited in the Fund on or before December 27, 1963.

Article 13

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by adding to Section II the following subsections F, G, H and I.

F. MUNICIPAL, EDUCATIONAL, RELIGIOUS, HISTORICAL, OR CONSERVATION USES.

Nothing in this By-Law shall prohibit the development of any land in any district for municipal, educational, religious, historical or conservation use. Such use shall not be exempt from the general or specific regulations of this By-Law other than the Use Regulations.

G. ACCESSORY BUILDINGS OR STRUCTURES

No Accessory building or structure shall be located within the required front yard area nor within ten (10) feet of any lot line.

H. DEFINITIONS

For the purposes of this By-Law, the following definitions shall apply.

1. Accessory buildings - Any building not requiring a building permit.
2. Structures - Gasoline pumps and any construction requiring a building permit. Fences or stone walls shall not be considered structures.

I. PERFORMANCE STANDARDS

No land or building shall be used or occupied in any manner as to create any dangerous, injurious, noxious or otherwise objectionable fire, explosion, radioactive or other hazard, noise or vibration; smoke, dust, odor or other form of air pollution; electrical or other disturbance; glare, liquid or solid refuse or wastes.

Article 14

Voted unanimously: To amend The Protective Zoning By-Law of the Town of Acton by deleting Subsection A from Section III and substituting therefor the following:

A. TYPES OF DISTRICTS

For the purpose of this By-Law the Town of Acton is hereby divided into the following Types and classes of Districts. Reference in the text shall be to the symbol in the right hand column indicated below.

- | | |
|--------------------------------------|-----|
| 1. Residential Districts | |
| a. Residence 1 (min. 40,000 sq. ft.) | R-1 |
| b. Residence 2 (min. 20,000 sq. ft.) | R-2 |
| 2. Business Districts | |
| a. General Business | B-1 |
| 3. Industrial Districts | |
| a. General Industrial | I-1 |

and by amending subsection B by dating map number 1 "As revised October 28, 1963", and by adopting the changes in the designation of and location of districts as shown thereon, said map being on file in the office of the Town Clerk.

Article 15

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Section IV and substituting therefor the following:

IV. USE REGULATIONS

A. General Requirements

1. Residential uses existing in Industrial Districts prior to October 28, 1963 shall be considered nonconforming, but shall be permitted the same respective privileges as permitted in Section III A1.
2. Trailer camps shall not be permitted in any district.

B. Residential and Agricultural Districts (R1 and R2)

1. In a Residential and Agricultural District (R1 and/or R2) a building or premises may be erected, altered, or used for the following purposes:
 - a. A dwelling for one family including garaging for not more than four private motor vehicles.
 - b. Housing for farm equipment shall not be limited.
 - c. Agricultural use including the sale of farm products the major portion of which is grown on the premises.
 - d. Accessory use on the same lot, if not detrimental to the neighborhood, including the use of a room or rooms in a dwelling for not more than four paying guests, as a tea room, an office or studio by a physician, dentist, lawyer, music teacher, hairdresser, worker in handicrafts or a person of similar vocation resident in the dwelling, employing not more than two permanent employees.
2. The following and similar uses may be permitted by the Board of Appeals if adjudged nondetrimental to the neighborhood:
 - a. Sawmill
 - b. Kennel
 - c. Rest Home
 - d. Sand or Gravel Pit
 - e. Stone Quarry
 - f. Undertaking Establishment
 - g. Guest or Lodging House for more than four persons
 - h. Multiple dwelling units for two or more families

C. Business District

1. The following uses are permitted in a Business District (B1)
 - a. All uses permitted in sub-paragraph B1 of this Section.
 - b. Retail business, service or public utility. Manufacturing on the premises of products the major portion of which is to be sold on the premises to the ultimate consumers thereof.
 - c. Bank, office or professional.
 - d. Apartment, hotel, or lodging house.
 - e. Place of amusement or assembly.
 - f. Restaurant.
2. The following and similar uses may be permitted by the Board of Appeals if adjudged non-detrimental to the neighborhood.

- a. Sawmill
- b. Kennel
- c. Wholesale business not involving manufacture
- d. Warehouse
- e. Stone Quarry
- f. Undertaking establishment
- g. Sand or gravel pit

D. Industrial District

1. In an Industrial District, a building or structure may be erected or altered and a building, structure or premises may be used for manufacturing, and for all uses as permitted in Section IV-C 1b, c, d, e and f.

Article 16

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Section V and substituting therefor the following:

V. INTENSITY REGULATIONS

A. General Requirements

1. Applicability.
In the several districts set out in Section III A of this By-Law no development or redevelopment of any land, and no construction, reconstruction, or conversion of any building or structure shall be permitted except in accordance with the accompanying "Intensity Regulations Schedule" and in accordance with the several additional requirements of this section.
2. Setback.
No building or other structure shall be erected nearer than 30 feet to the sidelines of the street, except that where two or more adjacent buildings have established a setback line less than permitted above, the Board of Appeals may permit a new structure to be erected in conformity with the line so established.
3. Projections.
Nothing herein shall prevent the projection of cornices or eaves not exceeding twenty-four (24) inches in width or of steps or sills into any required yard.
4. Dwellings.
Other than apartment units, no more than one building for residential use shall be erected on a single lot.
5. Parking Area
A parking area off the public ways must be provided for all automobiles used by all employees, residents and customers of the premises.

The formulae for determining the proposed number of parking spaces required shall be submitted to and for the approval of the Board of Selectmen or its agent at the same time as application shall be made for a building or use permit.
6. Off-Street Loading Facilities.
Off-Street Loading Facilities must be provided and be of sufficient area to keep the public way clear.

B. INTENSITY REGULATION SCHEDULE DISTRICT AND USES

		Minimum Lot Dimensions		Minimum Yard Dimensions			Maximum Heights of Buildings
		Lot Area (Sq. Ft.)	Frontage or Width at Minimum Setback	Front Yard	Side Yard	Setback	
R-1	All Residential and Agricultural Uses	40,000	200	45	20		2½
	All other uses	40,000	200	45	20		2½
R-2	All Residential and Agricultural Uses	20,000	150	30	10		2½
	All other uses	20,000	150	30	10		2½
B-1	All uses allowed in R-2 subject to regula- tions in R-2. Two to four family residence and conversions	10,000 per D.U.	100	30	20		2½
	Multi family uses	60,000 3,500 per D.U.	200	45	30		3
I-1	All permitted uses	40,000	100	45	20		

C. Modifications and Exceptions

1. Party Walls

In General Business only, the required side yards shall not apply to non residential buildings having an approved party wall on a side lot line.

Article 17

Voted unanimously: To amend the Protective Zoning By-Law of the Town of Acton by deleting Subsections A and B of Section VI and inserting in place thereof the following new Subsections:

VI. ADMINISTRATION

A. Enforcement

1. Enforcement

This By-Law shall be enforced by the Board of Selectmen or their agent in the manner provided for by the General Laws and the By-Laws of the Town. Any person aggrieved by any decision hereunder may appeal to the Board of Appeals.

2. Building Permit

In any district, a Building permit shall not be issued until such proposed action shall comply in all respects with the provisions of this By-Law or with a decision rendered by the Board of Appeals.

Any application for a Building permit shall be accompanied by a plan accurately drawn, showing the actual shape and dimensions of the lot to be developed, the location and size of all existing structures on the lot, the location of all proposed improvements, together with the lines within which all buildings or structures are to be erected, the existing or intended use of each improvement and such further information as may be necessary to provide for the execution and enforcement of this By-Law. A record of all applications, plans and permits and actions taken thereon shall be kept on file by the Building Inspector.

3. Certificate of Occupancy

A certificate of occupancy as required by the Acton Building Code shall be conditional on the adequacy of parking space and such other facilities as may be required by this By-Law or a decision of the Board of Appeals, and shall lapse if and when such areas and facilities are used for other purposes.

4. Conformance to Performance Standards

Any alleged violator shall be investigated. The Board of Selectmen, if there appears to be reasonable grounds, may employ qualified experts to determine such violation. If, after a public hearing, violation is found to have occurred or does exist, the violator shall pay such costs in addition to any fines.

5. Fines

The penalty for violation of this By-Law shall be \$20.00 each offense; as provided in Chapter 40, Section 21 of the General Laws as amended, of the Commonwealth of Massachusetts.

B. Board of Appeals

1. In accordance with the provisions of Chapter 40A of the General Laws, a Board of Appeals consisting of three (3) members shall be appointed by the Selectmen for terms of such length and so arranged that the term of one member shall expire each year. Two associates shall be appointed in like manner. No member of the Board of Appeals shall act in any matter in which he is personally interested, in such event an associate shall act.
2. Such board shall have all the powers set forth in Chapter 40A of the General Laws together with the powers and authority set forth in this By-Law and shall be governed by the systems and procedures as established by Chapter 40A of the General Laws as amended.
3. The Board of Appeals shall have the following powers and duties:
 - a. To hear and decide appeals where it is alleged that there is an error in the enforcement of this By-Law.
 - b. To hear and decide applications for special permits for exceptions as required by this By-Law.

A special permit is a permit to use property for the purpose specified and shall not waive, vary or relax any other provision of this By-Law applicable thereto. In acting upon special permits the Board shall consider the general intent of the Comprehensive Town Plan and may accordingly impose such conditions and safeguards as are deemed necessary.

- c. To authorize upon appeal or petition with respect to a particular parcel of land a variance from the terms of this By-Law. Such variance shall be granted only for reasons of practical difficulty and substantial hardship to the appellant and only where the Board finds that:
 - aa. There are special circumstances or conditions applying to the lands or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building but not affecting generally the zoning district in which it is located and application of the standards of this By-Law would deprive the applicant of a reasonable use of the property; and
 - bb. The specific variance as granted by the Board is the minimum variance that will grant a reasonable relief to the owner; and
 - cc. The granting of the variance will be in harmony with the purpose and intent of this By-Law. In approving a variance the Board may attach such conditions and safeguards as are deemed necessary to protect the neighborhood in addition to the applicable requirements of this By-Law.

- dd. In accordance with Chapter 40A, Section 20 of the General Laws, no appeal or petition for a variance from the terms of this By-Law, nor any application for a special permit for exceptions to the terms of this By-Law which has been unfavorably acted upon by the Board of Appeals shall be considered on its merits by said Board within two years after the date of such unfavorable action except with the consent of all the members of the Planning Board.

Article 18

Motion: To rezone from Residential and Agricultural District to Industrial District the land on the northerly side of School Street in South Acton, bounded as follows:

Beginning at a point on the northerly sideline of School Street, 1,095.98 feet easterly from a stone bound at the intersection of School Street and Laws Brook Road, thence 425.69 feet at North 22° 00' 00" West, thence 154.75 feet at North 29° 30' 55" West, thence 340.48 feet at South 72° 10' 03" West, thence 187.50 feet at South 73° 37' 29" West, thence 218.00 feet at South 82° 44' 18" West, thence 41.25 feet at North 60° 18' 55" West, thence 106.79 feet at North 65° 33' 41" West, thence 50.70 feet at North 63° 45' 13" West thence 776.08 feet at North 13° 08' 51" East, thence 394.77 feet at South 78° 04' 26" East, thence 113.51 feet at South 13° 01' 11" West, thence 519.76 feet at South 89° 01' 53" East, thence 155.55 feet at North 69° 56' 57" East, thence 345.39 feet at South 39° 13' 43" East, thence 563.70 feet at South 31° 26' 00" East to the northerly sideline of School Street, thence by the northerly sideline of School Street, 94.79 feet at South 49° 16' 50" West, thence 189.37 feet along a right curve of radius 548.14 feet thence 379.25 feet at South 69° 04' 30" West to the point of beginning.

All the above land to contain approximately 24.8 acres, being owned by Merwin H. Craig and being shown on a plan entitled "Meadowgreen, Sub-division Plan of Land in Acton, Massachusetts," dated February 21, 1961 by Joseph W. Moore, Inc. Registered Land Surveyor and recorded in the Middlesex Registry of Deeds (South District) as Plan 1103 (A & B of 2) of 1961 in Book 9860, Page 445.

Moderator appointed the following tellers: Porter Jenks, Philip Harris, James McBride, Raymond Letts and Edwin Christofferson.

Total vote 430 Yes - 241 No - 189

Needed to carry - 287

Motion lost.

Article 19

Voted: To pass over.

Article 20

Voted: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 2:

- H. Whoever violates any of the provisions of this By-Law, shall be liable to a penalty of not more than \$100.00 for each violation, except where other penalties are imposed.

Article 21

Voted unanimously: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 3.

- A. Any building, not to be used for residential purposes, which is not over 8 feet on any side and less than 7 feet high, will not require a permit, but must meet all requirements of side and set-back regulations.

Article 22

Voted unanimously: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 3:

- B. Swimming Pools, Private and commercial pools will require building permits and must abide by building side line and setback regulations. They must be enclosed by a protective fence at least $3\frac{1}{2}$ feet in height with a lockable gate. Inspection will be at excavation and after completion.

Article 23

Voted: To pass over.

Article 24

Voted: To table the article.

Article 25

Voted unanimously: To amend the Building By-Laws of the Town of Acton by striking out in section 4 the words "five (5) days" and inserting the words "five (5) working days," so as to read as follows:

The Inspector of Buildings shall report to applicant on all application for permits within five (5) working days from receipt of same but the Selectmen can, in special cases, extend this time as seems to them demanded by public interest.

Article 26

Voted unanimously: To amend the building By-Law of the Town of Acton by adding the following paragraph to Section 6:

- A. Schedule of Mandatory Inspections:
1st - Before foundation or footing forms are in place.
2nd - When building is ready for insulation, or lath, after all rough plumbing and electrical work has been passed.
3rd - Upon completion of building, before occupancy.

Article 27

Voted unanimously: To amend the Building By-Laws of the Town of Acton by striking out paragraph C of Section 9 and inserting in place thereof the following:

- C. Concrete slab construction for dwellings must meet the following specifications:

Slab shall have waterproof membrane between soil and slab.

Slab shall be not less than 4 inches thick on at least 8 inches of well compacted gravel and be reinforced with 6 inches by 6 inches at 10/10 mesh.

The exterior foundation wall of any slab building must be of 8 inches thick concrete or 8 inches masonry, carried down 4 feet below finished exterior grade.

Article 28

Voted: To pass over.

Article 29

Voted: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 10-A-1:

There must be an 8 inch thickness of brick between woodwork and throat of fireplace from lintel at damper up to the flue lining where wood header crosses in front of fireplace chimney.

Article 30

Voted unanimously: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 22:

- A. Whoever occupies, or allows someone to occupy a dwelling that does not have an occupancy permit shall be liable to a penalty of not more than \$50.00 for each violation.

Payment of such penalty does not absolve any violator from the obligation under this By-Law to obtain an occupancy permit.

Article 31

Motion: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 25:

- A. In cases where a dwelling does not have the second, or upper floor finished off at time of building, an access door 24 inches by 24 inches to the cockloft, or attic, must be framed in for future use.

Voted: To amend original motion by inserting after "an access door" the words "at least".

Voted unanimously: To amend the Building By-Laws of the Town of Acton by adding the following paragraph to Section 25:

- A. In cases where a dwelling does not have the second, or upper floor, finished off at the time of building, an access door at least 24 inches by 24 inches to the cockloft, or attic, must be framed in for future use.

Article 32

Voted unanimously: To accept the following street, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Winter Street, 848.07 feet from Summer Street

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 33

Voted unanimously: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Faulkner Hill Road, 3,205.59 feet from High Street

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 34

Voted unanimously: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Simon Hapgood Lane, 528.52 feet from Strawberry Hill Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 35

Voted: To accept the relocation of Central Street 1,380.99 feet in an easterly direction from the westerly side of the Boston and Main Railroad, locally known as Richardson's Crossing, as laid out by the Board of Selectmen for common convenience, necessity and public safety, according to plan on file with the Town Clerk.

Article 36

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Birch Ridge Road, 1,340.94 feet from Cherry Ridge Road to Juniper Ridge Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plan.

Article 37

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Harvard Court, 343.60 feet from Great Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 38

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Durkee Road, 1,079.83 feet from Spencer Road

Flint Road, 1,415.75 feet from Spencer Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 39

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Brucewood Road, 1,713.23 feet from Pinewood Road

Oakwood Road, 1,038.13 feet from Piper Road

Ashwood Road, 693.61 feet from Brucewood Road

Redwood Road, 577.66 feet from Brucewood Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 40

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Arlington Street, 916.39 feet from Notre Dame Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 41

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Cherokee Road, 1,049.07 feet from Oneida Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 42

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Brookside Circle, 802.55 feet from Parker Street

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 43

Voted: To accept the following street, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Nadine Road, 756.23 feet from Francine Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 44

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Deacon Hunt Drive, 1,795.15 feet from Massachusetts Avenue

Joseph Reed Land, 1,355.77 feet from Deacon Hunt Drive

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 45

Voted: To pass over the article.

Voted: To adjourn at 10:43 P.M.

A true copy. Attest:

CHARLES M. McRAE
Town Clerk

SECTION C

REPORT OF ACTON SCHOOL DEPARTMENT AND
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

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REPORT OF ACTON SCHOOL DEPARTMENT
AND
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ORGANIZATION

Acton School Committee

James W. Myers, Chairman	Term Expires 1965
Edwin W. Richter, Secretary	Term Expires 1964
M. Virginia Biggy	Term Expires 1966
Parker Harrison, Jr.	Term Expires 1965
Albert W. Koch	Term Expires 1966
Lloyd E. Williamson	Term Expires 1964

Acton-Boxborough Regional District School Committee

Leonard E. Ceglowski, Chairman	Term Expires 1964
Parker Harrison, Jr., Vice Chairman	Term Expires 1965
M. Virginia Biggy	Term Expires 1966
Joseph H. Hartshorn	Term Expires 1965
Albert W. Koch	Term Expires 1966
James W. Myers	Term Expires 1965
Edwin W. Richter	Term Expires 1964
Margaret A. Shea	Term Expires 1966
Lloyd E. Williamson	Term Expires 1964

Meetings of the School Committees

The Acton School Committee holds regular meetings on the first and third Mondays of each month and the Regional School Committee meets on the second and fourth Mondays. Both groups convene at the Acton-Boxborough Regional High School at 7:30 P.M.

Tel.

Superintendent of Schools, William L. O'Connell 3-5737

Principals:

Julia L. McCarthy, Marion L. Towne Schools	
Alice F. Hayes	3-4982
Florence A. Merriam School	
Carolyn T. Douglas	3-4181
Acton-Boxborough Regional High School	
Raymond J. Grey	3-7738
Vice Principal, Acton-Boxborough Regional High School	
Arthur J. Hayes	3-7738
Director of Guidance, Ruth R. Proctor	3-7738
School Physician, Paul P. Gates, M.D.	3-5671
School Nurse, Dorothy Olson	3-7738
Director of Cafeterias, Anne H. Rimbach	3-7977
Director of Transportation, Salvatore Lipomi	3-4181
Attendance Officer, David W. Scribner	3-5221

Secretaries:

Priscilla Felt, Superintendent's Office	3-5737
Dorothy Hansen, McCarthy, Towne Schools	3-4982

Molly Johnston, Health Office	3-7738
Jane Lewis, High School Principal's Office	3-7738
Clarke Lindfors, High School Principal's Office	3-7738
Mary Ott, Florence A. Merriam School	3-4181
Phyllis Sutherland, Guidance Office	3-7738

Cafeteria Staffs:

Julia L. McCarthy, Marion L. Towne Schools: Martha Lowden, Manager; Emmie Corkum, Dorothy Decker, Martha Jeanson, June Magoon, Constance McFarland.

Florence A. Merriam School: Helen Worrall, Manager; Marjory Davis, Barbara Hughes, Sophia Kehoe, Meredith Lambert, Mary Tuttle, Mary Zimmer.

Acton-Boxborough Regional High School: Meimi Fullonton, Manager; Patricia Adams, Margaret Brennan, Eva Campbell, Anna D'Italia, Shirley Goodman, Evelyn Hill, Norma Newsham, Marion Osterhoudt, Ruth Roach, Christine Scribner.

Custodians:

Julia L. McCarthy, Marion L. Towne Schools: John Conquest and Peter Smoltees.

Florence A. Merriam School: Robert Graham and Paul Richardson.

Acton-Boxborough Regional High School: Emery Nelson, Head Custodian, All Schools; Walter Creer, Peter Ryan, Frank Wilson, and Russell Wolfe.

SCHOOL CALENDAR 1964-1965

Reopening of All Schools	January 2, 1964
Winter Recess	February 17 - 21
Spring Recess	April 20 - 24
Graduation	June 5
Close of All Schools	June 17
Summer Recess	
Teachers' Meeting	September 8
Reopening of All Schools	September 9
Teachers' Convention	October 23
Veterans Day	November 11
Thanksgiving Recess	Noon, November 25, 26, 27
Christmas Holidays	December 22 - January 4, 1965
Reopening of All Schools	January 4, 1965
Winter Recess	February 22 - 26
Spring Recess	April 19 - 23
Memorial Day	May 30
Graduation	June 11
Close of All Schools	June 22

NO SCHOOL SIGNAL

1 - 1 - 1 - 1	7:15 A.M.	No School Acton Public Schools, Grades 1 - 6
2 - 2 - 2 - 2	7:00 A.M.	No School All Schools All Day

REPORT OF THE SUPERINTENDENT OF SCHOOLS

To The School Committee and Citizens of Acton:

Herewith is presented my annual report as Superintendent of Schools for Acton and Acton-Boxborough Regional School District.

HOUSING

Acton has reached the critical stage in its educational standards, as the most pressing problem is classroom shortages in the Acton Public Schools. With the delay of the construction and equipping of a twenty room elementary school with money that was appropriated at the Annual Town Meeting in March, 1963, it is apparent that a two session day for children in Grades One through Six is not too far distant. Listed below are the classrooms available in the three elementary schools, the enrollments and the shortages:

Julia L. McCarthy School	12 rooms
Marion L. Towne School	11 rooms
Florence A. Merriam School	20 rooms

Year	Enrollment	Rooms Needed (25 per class)	Shortages
Sept. 1963	1600	64	22 rooms
Sept. 1964	1750	70	28 rooms
Sept. 1965	1850	74	32 rooms

Acton and Boxborough will hold special town meetings on January 20, 1964 to vote on a new regional junior high school. If this is approved by both towns, the building will be ready for occupancy in September, 1965. This school can take up the classroom shortages by housing Grades Five and Six until the new elementary school is constructed. However, the present Acton-Boxborough Regional High School has long reached capacity, as you can see from the figures listed below:

Year	Capacity	Enrollment	Above Capacity
1963	1000	1070	70
1964	1000	1180	180
1965	1000	1300	300
1966	1000	1425	425
1967	1000	1600	600

From the above figures you can readily see that classroom shortages will be the most important issue facing your Superintendent and the School Committees in the coming year.

TEACHERS' SALARIES

Along with having adequate classroom space for the pupils in both the Acton Schools and Acton-Boxborough Regional High School, it is very important that we hire and retain the very best of teachers for our schools and children. We know that any school is only as good as the teachers in it. In the school budget each year the item "Instruction" represents approximately 80% of the entire budget. Teacher recruiting is a never ending task if a school system desires the very best. It is extremely competitive as the best school systems throughout the Commonwealth are also seeking the best candidates. The citizens of Acton may be interested in the salary schedules of surrounding towns for the year September 1963 through June 1964.

	<u>Bachelor</u>	<u>Master</u>	<u>Master + 30</u>
Acton	4700-7500	5000-7800	5300-8100
Arlington	4700-7682	4900-8390	
Bedford	4800-7600	5200-8000	5200-8400
Concord	4800-7800	5100-8200	
Burlington	4500-7300	4900-7700	5300-8100
Lincoln-Sudbury		4700-8700 (merit)	
Natick	4800-8100	5200-8500	5500-8800
Waltham	4500-7120	4800-8420	5000-7620
Wayland	4900-7200	5400-8300	5800-8700
Wellesley	4900-8250	5300-9000	(13 steps)
Weston	4800-8400	5200-8900	5600-9400

Conclusion

Although the School Department met with a major setback when the proposed twenty room elementary school was delayed, a special vote of thanks should be given to the School Committee for the number of hours they put into this project. I sincerely hope that this school will be constructed and equipped soon so we can properly house the children in the elementary grades.

I should like to express my appreciation to the entire school family for their loyalty and cooperation; also to the Board of Selectmen, Finance Committee, Permanent Building Committee and Board of Health, who have worked so closely with the School Department during the past year.

Respectfully submitted

WILLIAM L. O'CONNELL

Superintendent of Schools

ACTON PUBLIC SCHOOLS
Acton, Massachusetts

Proposed Budget for 1964
January 1 - December 31, 1964

ADMINISTRATION

School Committee	\$	300.00	
Salaries		10,350.00	
Conference Attendance		150.00	
Expendable Supplies		250.00	
Printing and Advertising		50.00	
Magazines, Books, Dues		150.00	
School Census		150.00	
Miscellaneous		450.00	
TOTAL ADMINISTRATION			\$ 11,850.00

INSTRUCTION

Present Staff Salaries	\$385,490.00	
Additional Staff Needed (3)	6,000.00	
Substitutes	6,000.00	
Conferences	300.00	
Textbooks	6,717.00	
Supplies	12,552.00	
Miscellaneous	<u>1,000.00</u>	
TOTAL INSTRUCTION		\$418,059.00

PLANT OPERATION AND MAINTENANCE

Salaries	20,720.00	
Supplies	3,000.00	
Fuel	6,500.00	
Water	475.00	
Gas	1,250.00	
Electricity	7,200.00	
Telephones	600.00	
Maintenance Equipment	3,500.00	
Miscellaneous	<u>1,000.00</u>	
TOTAL PLANT OPERATION AND MAINTENANCE		\$ 44,245.00

NON-INSTRUCTIONAL SERVICES

Libraries	1,300.00	
School Nurse	2,450.00	
School Physician	400.00	
Eye and Ear Tests	400.00	
Health Supplies	150.00	
Miscellaneous	<u>300.00</u>	
TOTAL NON-INSTRUCTIONAL SERVICES		\$ 5,000.00

CAPITAL OUTLAY

Furniture - pupils' desks and chairs	2,400.00	
Music - Instruments and Equipment.	1,187.00	
Incinerator - Towne School	1,000.00	
Folding Partition - Merriam School Playroom.	2,000.00	
Miscellaneous	<u>500.00</u>	
TOTAL CAPITAL OUTLAY		\$ 7,087.00

TRANSPORTATION

Pupil Transportation	45,198.00	
Field Trips	800.00	
Contingencies	<u>1,200.00</u>	
TOTAL TRANSPORTATION		\$ 47,198.00

CONTINGENCY FUND

		\$ 1,000.00
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SUMMARY

ADMINISTRATION	\$ 11,850.00
INSTRUCTION	418,059.00
PLANT OPERATION AND MAINTENANCE	44,245.00
NON-INSTRUCTIONAL SERVICES	5,000.00
CAPITAL OUTLAY	7,087.00
TRANSPORTATION	47,198.00
CONTINGENCY FUND	<u>1,000.00</u>
	\$534.439.00

SCHOOL FINANCES - 1963

Received - To the Credit of Schools

State Aid for Transportation	\$ 46,763.89
State Aid for Public Schools	110,155.89
Federal Aid	19,997.00
Education of Handicapped	4,736.00
Tuition	<u>553.26</u>
	\$182,206.04

Appropriated, March 1963:

Acton Public Schools	\$493,943.00
Regional School District	<u>420,388.67</u>
	\$914,331.67

Total Amount Expended from Appropriations

Acton Public Schools	\$476,023.37
Regional School District	<u>406,686.11</u>
	\$882,709.48

Expended for Operation in 1963

	<u>High</u>	<u>Elementary</u>	<u>Total</u>
Instruction	\$346,485.88	\$389,274.63	\$735,760.51
Plant Operation and . . .			
Maintenance	36,050.74	43,355.00	79,405.74
Non-Instructional	12,043.71	4,124.49	16,168.20
Transportation	35,548.56	46,039.00	81,587.56
General Control	12,055.75	11,170.40	23,226.15
Special Charges	5,847.66		5,847.66
Contingencies	<u>560.62</u>	<u>850.02</u>	<u>1,410.64</u>
	\$448,592.92	\$494,813.54	\$943,406.46*

*This figure includes expenditures from appropriations and federal funds, and the regional transportation reimbursement for Acton.

Gross cost per high school pupil (968)	\$	463.42	
Gross cost per elementary school pupil (1613) . . .	\$	306.77	
Gross cost per pupil (2581)			\$ 365.52
Gross Cost of Operation (as above)	\$448,592.92	\$494,813.54	\$943,406.46
Less Receipts	<u>72,882.42</u>	<u>109,323.62</u>	<u>182,206.04</u>
Total	\$375,710.50	\$385,489.92	\$761,200.42
Net cost per high school pupil (968)	\$ 388.13		
Net cost per elementary school pupil (1613)		\$ 238.99	
Net cost per pupil (2581)			\$ 294.93

1964 SCHOOL BUDGETS

Total appropriation recommended by Acton School Committee	\$534,439.00	
Net amount requested by Acton-Boxborough Regional District School Committee	<u>475,156.85</u>	
		\$1,009,595.85
Estimate of State Aid		<u>182,000.00</u>
Amount to be raised by local taxation for support of schools		\$ 827,595.85

MAJOR ACHIEVEMENTS - 1963

Acton Public Schools

1. In March, 1963, town voted to construct and equip a twenty room elementary school.
2. Exchange of fifth grade teachers under the Fulbright Act. Miss Nancy Joslin to teach in Surrey, England; Miss Phyllis Read to assume Miss Joslin's position in Acton.
3. Appointment of Mr. Thomas Daubney as teacher of physical education for boys in Grades 5 and 6.
4. Introduction of string program in music department.

Acton-Boxborough Regional High School

1. Hiring of Perley F. Gilbert Associates, Architects, to design a regional junior high school.
2. Courses added to high school curriculum: (a) advanced biology for honors students in Grade 12; (b) Spanish III for Grades 11 and 12.

3. Northeastern Music Festival held at Regional High School, May 3. Over fifty high schools participated.
4. Under the direction of Coach Tom Daubney, initial steps taken to form a varsity football team.
5. Alumni scholarship increased to \$1,000.00.
6. Miss Helen Prior of Brisbane, Australia, became second student to attend A.B.R.H.S. under the auspices of the Regional High School branch of the American Field Service.
7. Donald Shelley became the first A.B.R.H.S student to be selected as an American Field Service exchange student. Don spent the summer in Greece.
8. Acton branch of American Field Service host for all foreign students in Massachusetts in November, 1963.

MEMBERS OF THE ACTON FACULTY

Superintendent of Schools, William L. O'Connell
Principal, McCarthy, Towne Schools, Alice F. Hayes
Principal, Merriam School, Carolyn T. Douglas

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Ann Bevan	Lesley College	BS	I
Patricia Davis	Lesley College	BS	I
Phyllis Foss	Fitchburg State College	BS	I
Louise Harzigian	Lowell State College	BS	I
Lois Nichols	Lowell State College	BS	I
Mary O'Brien	Lowell State College	BS	I
Norma Penchansky	Lesley College	BS	I
Phyllis Poulleys	Lesley College	BS	I
Ellen Sansone	Lesley College	BS	I
Carol Tolpa	Rhode Island College	BS	I
Judith Walker	Lesley College	BS	I
Margery Brown	University of Massachusetts	BA	II
Dorothy Bunker	Jackson College	AB	II
Helen deCoste	Lesley College		II
Elizabeth Flint	Framingham State College	BS	II
Anne Jones	Wellesley College	BA	II
Nancy Lyons	Ohio University	BS	II
Agnes Manning	Salem State College	BS	II
Alice O'Hearn	Lowell State College	BS, M.Ed.	II
Angela Theodore	Boston University	BS	II
Madeline Viens	College of New Rochelle	AB	II
Margaret Barrett	Lowell State College	BS	III
Florence Betcher	Gordon College	BR Ed.	
	Boston University	M.Ed.	III
Shirley Brown	Lowell State College	BA	III
Carole Cochin	Boston University	BS	III
Mary Conrad	Lowell State College	BS	III
Mildred Kelly	Florence (S.C.) Teachers College	BS	III
Joan LeSage	Fitchburg State College	BS	III
Anne Lockwood	Wellesley College	AB	III
Janet Moynihan	Boston University	BS	III

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Alexandra Wharton	Washington College	BA	
	Harvard University	Ed.M.	III
Wilma Cobb	Lowell State College	BS	IV
Marie Dionne	Lowell State College	BS	IV
Caryl Gleeson	Boston University	BS	IV
Janet Harris	Ohio University	BS	IV
Madeleine Kingston	Fitchburg State College	BS	IV
Marlene MacLeod	Boston University	BS	IV
Janice Morgan	Fitchburg State College	BS, M.Ed.	IV
Jennie Richards	Lowell State College	BS	IV
Arlene Shea	Salve Regina College	AB	IV
Dorothy Bonner	Middlebury College	AB	V
Mary Cantril	Vassar College	AB	
	Harvard University	Ed.M.	V
Ann Evans	Jackson College	AB	V
Judith Klein	Boston University	BS	V
*Nancy Joslin	Mount Holyoke College	AB	
	Boston University	M.Ed.	V
Paulette Rackow	Elmira College	BS	V
Phyllis Read	University of London	Cert.	V
Dorothy Tuller	Boston University	BS, M.Ed.	V
Mary Zabierek	College of New Rochelle	AB	V
Ruth Ahearn	Wellesley College	BA	VI
Donna Baranowski	Lowell State College	BS	VI
Louise Ewing	Westfield State College	BS	VI
Patricia Goodrich	Smith College	BA	VI
James Palavras	Boston University	BA	VI
Barbara Parker	Boston University	BS, M.Ed.	VI
Doris Prater	Southwest Texas State	BA	VI
SPECIAL FIELDS			
Kathleen Bagnall	Regis College	BA	French
*Morton Brenner	Boston University	BS, MS	Guidance
Thomas Daubney	Boston University	BS	Physical Education
George Doren	Yale University	BM, MM	Instrumental Music
Jeanne Haskell	Anna Maria College	BA	Vocal Music
Constantine Limberakis	Boston University	BM	Director of Music
Salvatore Lipomi	Lowell State College	BS	Opportunity
	Tufts College	M.Ed.	Class
Dorothy Mather	State College, West Chester, Pa.	BS	Physical Education
Katherine Matsen	Smith College	BA	Librarian
Dorothy Olson	Simmons College	BS	Nurse
Maurine Petersen	Oklahoma City University	BS	
	Boston University	M.Ed.	Vocal Music
Ruth Proctor	Radcliffe College	AB	Director of
	Boston University	M.Ed.	Guidance
Alice Viano	University of New New Hampshire	BA	Art

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

District Superintendent, William L. O'Connell

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Raymond Grey	Tufts University	AB, MS	Principal
Arthur Hayes	University of Mississippi	BA	Vice
	Stanford University	MA	Principal
	Harvard University	AM	Social Studies
Ruth Proctor	Radcliffe College	AB	Director of
	Boston University	M.Ed.	Guidance
Stuart Adler	Cornell University	AB	Head of
	Boston University	M.E.	English Dept.
Charles Battit	Boston University	BA	Science
Jeanne Berard	University of Connecticut	BS	Home
			Economics
Frank Blomberg	Springfield College	BS	
	University of Massachusetts	M.Ed.	Social Studies
Gail Bonnett	Mills College	BA	English
Margaret Boornazian	Burdett College	BA	Business
Lawrence Boothby	Reed College	M.Ed.	Science
	Harvard University		
Frances Boyle	Framingham State College	BS	Home
			Economics
Daniel Boylen	Boston University	BS,	Physical
		M.Ed	Education
John Brennan	Harvard University	BA	
	New York University	MA	Reading
*Morton Brenner	Boston University	BS, MS	Guidance
Susan Bresnick	Smith College	BA	
	Columbia Teachers College	MAT	Social Studies
Mary Campbell	Immaculata College	AB	Social Studies
Marietta Cannon	Emanuel College	AB	
	Boston College	AM	Mathematics
James Dadoly	American International		
	College	BA	Head of
	Harvard University	M.Ed.	Science Dept.
Thomas Daubney	Boston University	BS	Physical
			Education
Barbara Denny	University of Michigan	AB,MA	Guidance
Helen Detsch	Boston University	BS,	
		M.Ed	English
George Doren	Yale University	BM,	Instrumental
		MM	Music
Alan Foresman	Fitchburg State College	BS,	Social Studies
		M.Ed.	
Susan Frisbee	Newton College of the		
	Sacred Heart	BA	English
Joanne Garduno	Radcliffe College	AB	Librarian
James Gifford	Springfield College	BS	Social Studies
Theodora Gouzoules	Simmons College	BS	Social Studies
Jeanne Haskell	Anna Maria College	BA	Vocal Music
Jo Ann Heim	Wellesley College	BA	Latin
Gladys Henrikson	Wellesley College	BA	Social Studies
Francis Holahan	Fitchburg State College	BS	Industrial
			Arts
Judyth Holton	Boston University	AB	English
Mary Hubbard	Boston University	BS	Art

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Bert Hubley	University of Massachusetts	BS	Science
Mary Keefe	Emanuel College	AB	Head of
	University of Pennsylvania	MS, Ed.	Math. Dept.
Mason King	Mass. Institute of Technology	BS	
	Harvard University	AMT	Science
Constantine Limberakis	Boston University	BM	Director of
			Music
Donald MacLeod	Boston University	AB	Science
Robert Mahoney	Lowell Technological		
	Institute	BS	Mathematics
Antoinette McAllister	Florida State University	AB	Spanish,
			English
Dorothy Mather	State College,	BS	Physical
	West Chester, Pa.		Education
Robert Morris	Boston University	BA,	Head of
		MA	Lang. Dept.
Ellen Newell	Wellesley College	AB	
	Harvard School of Ed.	AMT	English
Charlotte Nixon	Troy (Ala.) State College	BS	English
Dorothy Olson	Simmons College	BS	Nurse
William Petkewich	Salem State College	BS	
	Boston University	M.Ed.	Guidance
Jacqueline Phaneuf	Lowell State College	BS	
	University of New		
	Hampshire	MA	French
Ray Pillivant	U. S. Military Academy	BS	
	George Washington		
	Universtiy	MA	Mathematics
Susan Polansky	Cornell University	BS	Science
Francis Pratt	Eastern Nazarene College	BS	Head of Social
	Harvard University	M.Ed.	Studies Dept.
Joan Pratt	Bates College	AB	Science
Charoltte Remaley	University of Alabama	BS, MA	Mathematics
Barbara Rosen	Rutgers University	BA	French
Ilse Rowe	Boston University	BA	French
Kristen Sage	Smith College	BA	English
Jane Shuffelton	Radcliffe College	AB	
	Harvard School of Ed.	AMT	French
Isadore Stearns	University of Maine	BS	Physical
			Education
Ralph Stetson	Northeastern University		Industrial
			Arts
James Sullivan	Merrimack College	BA	Science
Antoinette Tesoniero	Middlebury College	BA	English
Caroline Vattes	Mass. College of Art	BS	
	Columbia University	MA	Art
Henry Wall	Salem State College	BS	
	Boston University	M.Ed.	Business
*Janet Whitney	Simmons College	BS	English
Charles Wilcox	University of Maine	BS,	Guidance
		M.Ed.	
Raymond Wooster	Eastern Nazarene College	BS	Mathematics

*On leave of absence

REPORT OF THE HIGH SCHOOL PRINCIPAL

I am pleased to submit herewith my annual report as Principal of the Acton-Boxborough Regional High School.

ENROLLMENT BY MONTHS FOR 1963

Grade	January	February	March	April	May	June
7	196	195	197	195	197	197
8	165	165	165	166	167	166
9	171	172	173	171	170	170
10	160	160	160	161	159	159
11	140	138	137	137	137	135
12	84	85	86	85	84	84
Post Graduate	2	2	2	2	2	1
Total	918	917	920	917	916	912

Grade	September	October	November	December
7	232	229	226	229
8	197	196	193	196
9	180	172	175	174
10	164	162	161	163
11	164	166	166	170
12	138	137	137	137
Post Graduate	0	1	1	1
Total	1075	1063	1059	1070

These figures if examined with care show the changes that take place from month to month in our school population. They also bring to the fore-front the fact that in January 1963 we had 918 students and that by September 1963 we had reached a grand total of 1075 students. We do not have a static student population for we are constantly gaining some and some are transferring to other schools.

EDUCATIONAL AND VOCATIONAL CHOICES

<u>Class of 1963:</u>	<u>Number of Students</u>	<u>Percentage from Class</u>
Total Number of Students	82	100.00
Colleges or Specialized Schools	59	70.73
Full Time Employment	11	14.63
Armed Services	9	10.98
Unknown	3	3.66

SCHOOLS AND COLLEGES ENTERED: Atlantic College, Wales, Bates College, Brown University, Franklin and Marshall College, Jackson College, Keene State Teachers College, Lowell Technological Institute, Lycoming College, Mary Washington College, Massachusetts College of Art, Mt. Holyoke College, Nasson College, Murray State College, Northeastern University, Oklahoma State University, Springfield College at Fitchburg, State College at Framingham, Syracuse University, Tufts University, University of California, Los Angeles, University of Massachusetts, University of New Hampshire, Ursinus College.

JUNIOR COLLEGES: Becker Junior College, Colby Junior College, Fisher Junior College, Lasell Junior College, Westbrook Junior College.

BUSINESS SCHOOLS: Bentley College, Bryant and Stratton, Center Secretarial School, Chandler School for Women, Ward Schools.

NURSING SCHOOLS: Beth-Israel Hospital School of Nursing, Melrose-Wakefield Hospital School of Nursing, Newton-Wellesley Hospital School of Nursing.

PRIVATE PREPARATORY SCHOOLS: Chauncey Hall School, Williston Academy.

TECHNICAL AND VOCATIONAL SCHOOLS: Butera School of Art, Coyne Electrical and Technical School, Kenneth School of Hair Design, Mansfield School of Hairdressing, Northeast School of Broadcasting, Stockbridge School of Agriculture.

SCHOOL LIBRARY SERVICES:

Noteworthy event of 1963 in the high school library was the growing circulation of books. Our statistics show that our total circulation was 32,400 books. We now have 4,433 books on the shelves, and we subscribe to sixty-two magazines and papers.

Our reference materials have been augmented and improved, and as a result the students are performing a great deal of research work and project work.

CURRICULUM:

Next in importance to excellent teaching is a sound curricula. Therefore, for the last three years we have been scrutinizing our offerings in the light of what other excellent schools are doing and against recommendations of the National Commission on Mathematics, Commission on English, College Entrance Examination Board recommendations on mathematics and science, "Biological Sciences Curriculum Study" and we have been meeting with heads of departments and teachers. In developing our curricula we have set down in written form curriculum guides which are both comprehensive and flexible and yet are organized in a sequential pattern of learning experiences. As a result of this curriculum study the following changes have been made or are in the process: 1. We have changed from MSG mathematics program to a modern mathematics series which combines traditional algebra with modern. 2. We are planning on using BSCS biology materials for selected classes in grades 10 and 12 next September. 3. We have initiated an "Advanced Biology" class for qualified grade 12 students. 4. The history department is re-evaluating our international relations course in the light of setting up pre-requisites for admission to this course. 5. We have solidified our offerings of French in grades 7 and 8. We are using a text, "ALM French" Level One and each student has a copy.

Before closing this report, I sincerely feel that special recognition should be given to the students, teachers, and custodians of the Acton-Boxborough Regional High School for the manner in which they have taken care of the building. Visitors are constantly amazed when we tell them the number of years we have occupied the school.

May I express to Mr. O'Connell, Superintendent of Schools, and to the School Committee my appreciation for their guidance and cooperation, I should like to stress the outstanding cooperation of the many facets of our school which have worked harmoniously to serve the best interests of our splendid student body. We are most fortunate to have such an excellent faculty, guidance staff, secretarial staff, custodians and cafeteria group.

RAYMOND J. GREY
Principal

REPORT OF THE SCHOOL PHYSICIAN

December 31, 1963

Mr. William O'Connell
Superintendent of Schools
Acton, Massachusetts

Dear Mr. O'Connell:

I herewith submit my annual report as school physician.

The annual physical examinations were completed in November. Special examinations for those participating in organized athletics were conducted at the beginning of the school year. Parents were notified of medical, dental, and orthopedic defects as encountered.

In conjunction with the Board of Health, clinics were held for Tuberculin Testing, Diphtheria, Tetanus immunization and oral administration of Type III Sabin poliomyelitis vaccine.

I wish to thank you, the townspeople, teachers, and school and town nurses for their cooperation and assistance.

Respectfully submitted,

PAUL P. GATES, M.D.

REPORT OF SCHOOL NURSE

January to December 1963, Inclusive

Physical examinations by Dr. Paul P. Gates, school physician, began on September 4 and included Junior and Senior High competitive sport candidates, all students in grades 4, 7, and 10 and students who have not had a physical examination within the past three years. A total of 1136 physical examinations, an increase of 119 over 1962, was completed on October 30, 1963. Referrals were sent to parents on medical and dental defects.

Hearing testing began on October 7th and has been completed except for new students. The number of children tested are:

Tested	2655	Primary School	27
Retested	100	Elementary School	51
		Regional School	25

All parents were notified of hearing test failures by mail.

Mrs. Larsen is to be complimented on the fine work she did during the hearing testing.

Vision testing will not be started until January, 1964.

A total of 315 students in grades 1, 5 and 9 was given a diphtheria-tetanus toxoid booster during three clinics in April.

In January, March and May three types of the Sabin polio vaccine were given to all students. The number of students given the Sabin vaccine was:

Type I	1680
Type II	2274
Type III	1724

During April, two Preschool Clinics were held and 60 children were given physical examinations by Dr. Paul P. Gates, school physician.

Mantoux testing for Tuberculosis, which was done on November 6, 13 and 20, included 766 students in grades 1, 4, 7 and 11, 5 cafeteria workers and 2 school personnel.

Daily nursing visits to each of the three schools covered sickness, communicable disease check and accidents. During the past school year 83 students accidents were covered by school insurance.

Regional High School	65
Elementary High School	6
Primary High School	12

The carrying out of an effective health program in the schools is not a one-person job. Thanks should be given to Mr. O'Connell, the principals and school personnel, Mrs. Johnston, Dr. Gates, Mrs. Hale and the parents and students. Without their help and cooperation a proper program of prophylaxis and treatment would have been impossible.

To my successor, Mrs. Janet Loughlin, I wish the best of success in carrying forward the school health program.

Respectfully submitted,

DOROTHY J. OLSON, R.N.

School Nurse

AGE AND GRADE DISTRIBUTION TABLE (October 1, 1963)

PRE-SCHOOL																									
Entering Class of																									
1969 1968 1967 1966 1965 1964																									
Pre-School 200 225 281 293 310 325																									
Grade																									
I	29	255	17																				301		
II		28	222	26	2																			278	
III			35	226	21	2																		284	
IV				28	211	28	1																	268	
V					28	192	29	1																250	
VI						27	163	33	2															225	
Opportunity Class						1			1															4	
Elementary																									
1610																									
VII						26	146	26	5															203	
VIII							32	128	21	2	1													184	
IX								25	103	26	3	1											158		
X									24	110	19	1										154			
XI										25	106	15	3									149			
XII											30	83	6	1										120	
Regional High School																									
968																									
(Acton Students only)																									
	29	283	274	280	262	250	219	212	183	153	163	160	100	6	4										2578

GRADUATION EXERCISES

June 7, 1963

Salutatorian	Frances Albright
Valedictorian	Lee Walker
Scholarship Awards:	
Acton-Boxborough Regional High School Alumni Association Scholarship	
Francis Albright	Springfield College
Wayne Pasanen	Brown University
Blanchard Memorial Scholarship	
Brian Perkins	Bentley College of Accounting and Finance
West Acton Woman's Club Scholarship	
Jane Standley	University of California, Los Angeles
Acton Center Woman's Club Scholarship	
Dana Dertinger	Bates College
Acton Parent-Teacher's Association Scholarship	
Edward Bailey	Keene Teachers College
Acton Rotary Club Scholarship	
Judith Franzosa	Fisher Junior College
Acton Firemen's Association Scholarship	
Robert Hansen	University of Massachusetts
Lee Walker	Mt. Holyoke College
Acton Garden Club Scholarship	
William Cowley	Stockbridge School of Agriculture
Acton Lions Club Scholarship	
David Brzezinski	Lowell Technological Institute
Margaret Moland	University of Massachusetts
Acton Teachers' Association Scholarship	
Jane Standley	University of California, Los Angeles
John E. Donelan Scholarship	
Ellen Hatch	University of Massachusetts
Edwards Quimby Post No. 284 American Legion Medals	
Charles Hansen	
Anita Preston	
Harvard Club in Concord Book Prize	
Donald Shelley	
Rensselaer-Polytechnic Institute Medal	
Lee Walker	
Bausch and Lomb Medal	
Lee Walker	
Daughters of the American Revolution Award	
Anita Preston	
Outstanding Senior of the Class of 1963	
Anita Preston	
Award for Mathematics	
Lee Walker	
National Honor Society Members:	
Seniors:	Frances Albright, Richard Brennan, David Brzezinski, Kathryn Darling, Dana Dertinger, Judith Franzosa, Charles Hansen, Robert Hansen, Ellen Hatch, Charles Horne, James Mann, Margaret Moland, Joyce Muir, Judith Nordberg, Dianne Notargiacomo, Carolyn O'Keeffe, Wayne Pasanen, Anita Preston, Joan Smith, Jane Standley, Lee Walker
Juniors:	Ellen Anderson, Richard Armstrong, Laura Bouley, Andrew Crawford, Barbara Custance, Harry Gould, June Knight, John MacPhee, Betsy McElvein, Janet McLaughlin, Karen Nylander, Pauline Oman, Donald Platine, Elizabeth Robinson, Donald Shelley, Dorothy Stewart, Kenneth Stowell, James Vinal, Maureen Wall, David Westphalen

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Proposed Budget for 1964

January 1 - December 31, 1964

ADMINISTRATION

School Committee	\$ 400.00
Salaries	11,550.00
Conference Attendance	150.00
Expendable Supplies	400.00
Printing and Advertising	30.00
Magazines, Books, Dues	100.00
School Census	150.00
Related Insurance	157.00
Miscellaneous	900.00

TOTAL ADMINISTRATION \$ 13,837.00

INSTRUCTION

Present Staff Salaries	\$388,692.00
Additional Staff (4)	8,000.00
Sabbatical Leave Substitutes	4,000.00
Substitute Teachers	3,000.00
Conferences and Travel	600.00
Related Insurance	5,480.00
Miscellaneous	1,000.00

Total Salaries and Related Expenses \$410,772.00

Textbooks

Art	\$ 100.00
Business	380.00
English	1,860.00
Guidance	200.00
Home Economics	250.00
Industrial Arts	100.00
Languages	2,188.00
Mathematics	1,250.00
Music	437.00
Orientation	100.00
Physical Education	75.00
Remedial Reading	250.00
Science	1,000.00
Social Studies	775.00
Supplementary Reading	1,000.00
Miscellaneous	1,500.00

Total Textbooks \$ 11,465.00

Instructional Supplies (Specific)

Art	\$ 1,400.00
Audio-Visual Aids	400.00
Business	200.00
Guidance	1,280.00
Home Economics	2,000.00
Industrial Arts	1,800.00
Mathematics	105.00
Music	475.00

Physical Education	\$ 764.00	
Science	<u>1,000.00</u>	
Total Supplies (Specific)	\$ 9,424.00	
<u>Instructional Supplies (General)</u>	<u>\$ 3,700.00</u>	
TOTAL EXPENSES OF INSTRUCTION		\$435,361.00
<u>OPERATION OF PLANT</u>		
Salaries	\$ 16,790.00	
Supplies	3,500.00	
Fuel	7,500.00	
Water	350.00	
Gas	625.00	
Electricity	6,000.00	
Plowing	800.00	
Telephones	1,500.00	
Related Insurance	448.00	
Miscellaneous	<u>500.00</u>	
TOTAL OPERATION OF PLANT		\$ 38,013.00
<u>MAINTENANCE OF PLANT</u>		
Instructional Equipment	\$ 1,200.00	
General Maintenance Equipment	1,500.00	
Replacements	1,250.00	
Miscellaneous	<u>300.00</u>	
TOTAL MAINTENANCE OF PLANT		\$ 4,250.00
<u>NON-INSTRUCTIONAL SERVICES</u>		
Library	\$ 4,000.00	
School Nurse	2,450.00	
School Physician	400.00	
Eye and Ear Tests	200.00	
Health Supplies	150.00	
Middlesex County Retirement System Assessment	2,500.00	
Insurance	3,800.00	
Related Insurance	111.00	
Miscellaneous	<u>700.00</u>	
TOTAL NON-INSTRUCTIONAL SERVICES		\$ 14,311.00
<u>OUTLAY</u>		
Sewing Machine	\$ 210.00	
Table Saw	200.00	
Box and Pan Brake	525.00	
Tablet Arm Chairs	600.00	
Music - Instruments and Equipment	2,270.00	
Miscellaneous	<u>400.00</u>	
TOTAL OUTLAY		\$ 4,205.00
<u>TRANSPORTATION</u>		
Pupil Transportation	\$ 43,704.00	
Field Trips	500.00	
Contingencies	<u>2,000.00</u>	
TOTAL TRANSPORTATION		\$ 46,204.00

<u>SPECIAL CHARGES</u>	
70% Blanchard Auditorium 1963 Operating Expense	\$ 6,696.00
<u>MISCELLANEOUS</u>	\$ 1,000.00

RECAPITULATION

Administration	\$ 13,837.00	
Instruction	435,361.00	
Operation of Plant	38,013.00	
Maintenance of Plant	4,250.00	
Non-Instructional Services	14,311.00	
Outlay	4,205.00	
Transportation	46,204.00	
Special Charges	6,696.00	
Miscellaneous	<u>1,000.00</u>	
TOTAL MAINTENANCE AND OPERATION		\$563,877.00
<u>CAPITAL COST, DEBT SERVICE</u>		144,355.00
<u>NON-CLASSIFIED, SCHOOL ATHLETIC FUND . . .</u>		<u>8,355.00</u>
GRAND TOTAL		<u>\$716,587.00</u>
<u>GROSS OPERATING BUDGET.</u>		\$563,877.00
Less (1) Bal. 1963 Op. Budget	\$ 14,926.54	
(2) 62-63 Transportation		
Reimbursement	<u>28,780.40</u>	<u>43,706.94</u>
		\$520,170.06
<u>DEBT SERVICE</u>		
Interest		34,355.00
Maturing Debt	\$110,000.00	
Less: State Aid	<u>65,400.00</u>	
		44,600.00
<u>NON-CLASSIFIED</u>		
School Athletic Fund		<u>8,355.00</u>
TOTAL ASSESSMENT		<u>\$607,480.06</u>

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

APPORTIONMENT OF THE CHARGES TO BE ASSESSED
AGAINST THE TOWNS OF ACTON AND BOXBOROUGH

YEAR 1964

ACTON

*Operating Expenses, 91.1% of	\$505,766.46**	\$460,753.25	
Cost of Transportation	37,584.00		
Less Reimbursement (62-63)	23,180.40	14,403.60	
Debt Service, 95% of \$78,955.00 . .		75,007.25	
Non-Classified, 91.1% of \$8,355.00		7,611.40	
			\$557,775.50

BOXBOROUGH

*Operating Expenses, 8.9% of	\$505,766.46**	\$ 45,013.21	
Cost of Transportation	5,600.00		
Less Reimbursement (62-63)	5,600.00	0.00	
Debt Service, 5% of \$78,955.00		3,947.75	
Non-Classified, 8.9% of \$8,355.00		743.60	
			\$ 49,704.56

TOTAL ASSESSMENTS \$607,480.06

*Acton Student Enrollment 10/1/63	968
Boxborough Student Enrollment 10/1/63	94
	<u>1062</u>

**Gross <u>Operating Budget</u>	\$563,877.00
Less: 12/31/63 Balance	- 14,926.54
Transportation <u>contract</u> amounts	- 43,184.00
	<u>\$505,766.46</u>

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Treasurer's Report

December 31, 1963

Balance, December 31, 1962	\$ 93,104.61
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Receipts, 1963:

Town of Acton	\$510,128.33	
Town of Boxborough	41,850.26	
State Aid for Construction	65,485.89	
Federal Aid	19,330.82	
Transportation Reimbursement	28,780.40	
School Lunch	51,732.02	
School Athletics	1,692.18	
Federal Taxes	59,450.59	
State Taxes	5,604.53	
Teachers' Retirement	17,130.61	
County Retirement	2,296.14	
Teachers' Insurance	671.25	
Blue Cross-Blue Shield	3,896.16	
Group Life Insurance	433.84	
Miscellaneous	885.04	
		<hr/>
Total Receipts		809,368.06
		<hr/>
Total		\$902,472.67

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Treasurer's Report

December 31, 1963

Disbursements, 1963:

Maintenance and Operation:

General Control	\$ 12,835.12	
Instruction	376,063.58	
Operation of Plant	35,531.03	
Maintenance	3,739.93	
Auxiliary Agencies	13,119.51	
Outlay	2,142.59	
Transportation	39,130.00	
Special Charges	6,370.00	
Miscellaneous	610.70	
School Lunch	52,853.69	
School Athletics	14,377.79	
Federal Taxes	59,450.59	
State Taxes	5,556.50	
Teachers' Retirement	17,130.61	
County Retirement	2,296.14	
Teachers' Insurance	671.25	
Blue Cross-Blue Shield	3,896.16	
Group Life Insurance	433.16	
Federal Aid	4,900.49	
Construction	3,121.60	
Payment on Principal	110,000.00	
Interest on Debt	37,550.00	
		<hr/>
Total Disbursements		\$801,780.44
Balance, December 31, 1963		100,692.23
		<hr/>
		\$902,472.67

PRISCILLA FELT
Treasurer

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REPORT OF THE ARCHIVES COMMITTEE

To The Honorable Board Of Selectmen:

Gentlemen:

We submit our annual report for the Archives Committee herewith.

During the year 1963 the Committee has met several times. For the most part its activities have been somewhat of a routine nature in connection with microfilming records and book binding.

The Committee takes note of the fact that an addition is to be constructed at the Library in Acton Center. It is hoped that some space in the new part of the building will be allocated for a storage and display area for some of the articles of historical interest that are owned by the Town. An opportunity for the citizens of the town to see such an exhibit and appreciate these visual evidences of Acton's heritage would be most gratifying to the members of the Committee.

Respectfully submitted,

FREDERICK S. KENNEDY
JOYCE H. WOODHEAD
WARREN F. BIRCH

REPORT OF THE BOARD OF APPEALS

To The Honorable Board of Selectmen:

Gentlemen:

The Acton Board of Appeals held eleven (11) public hearings during the year 1963 on the following matters:

- A. Permits for earth removal
Granted - 5; Denied - 1
- B. Permits for specific uses and exceptions
Granted - 1; Denied - 0
- C. Variances from the requirements of the Protective Zoning By-Law
Granted - 0; Denied - 3
- D. Appeals from Decisions of the Board of Selectmen
Granted - 0; Denied - 1

Respectfully submitted,

WILLIAM C. SAWYER
CRAIG E. LUNDBERG
HAYWARD S. HOUGHTON

REPORT OF THE ACTON BUILDING COMMITTEE

Acton, Massachusetts

To the Honorable Board of Selectmen:

Gentlemen:

During the year 1963 the Acton Building Committee worked on the following projects.

1. Julia McCarthy School

The appropriation for the Julia McCarthy addition of \$125,729.33, the total spent with all bills received and paid was \$111,299.34.

Cost of Construction	\$ 98,622.70
Equipment and Furnishings	<u>12,676.64</u>
TOTAL	\$111,299.34

The Architect's fee of \$10,000.00 was appropriated from surplus revenue and \$8,382.93 was actually spent.

2. Elementary School

Architects Collaborative revised the drawings and estimated the cost to complete the Elementary School at around \$900,000.00. At a special Town Meeting on March 12, 1963, the Town approved this sum.

The State Board of Health informed this Committee that the Arlington Street Site was not suitable for the proposed Elementary School.

Since there has been no land made available the Committee has not been able to work on this project.

The expenditures on this project to date have been \$19,973.36.

3. Acton Police Station

The Committee submitted four articles at the annual Town Meeting of March 11, 1963. On October 28, 1963, the Town approved the sum of \$8,000.00 for land and preliminary drawing for a Police Station.

The State Board of Health informed this Committee that their percolation tests indicated that the Site was suitable for the proposed Police Station.

The Committee interviewed several Architectural Firms and awarded the firm of Underwood and Shannon the contract.

4. Library Addition

The sum of \$5,000.00 was appropriated for preliminary drawings by the Town of Acton on October 28, 1963, for the Library addition. The Firm of Joseph Schiffer of Concord was awarded the architects contract.

Respectfully Submitted,

ARNOLD H. MERCIER, Chairman
WARREN W. WHEELER
FLOYD W. PRIEST
JOSEPH S. COBB
EDWARD J. COLLINS, Police Chief
FRANK GARBARINO, Library Committee
EDWIN RICHTER, School Committee

REPORT OF THE BUILDING INSPECTOR

To the Honorable Board of Selectmen:

Gentlemen:

I herewith respectfully submit my report for the year ending December 31, 1963.

Permits Issued

<u>Areas</u>	<u>No. of Permits</u>	<u>Estimated Cost</u>
Residential		
Single Dwellings	115	\$2,019,700.00
Duplex	14	245,500.00
Additions, Repairs and Residential Garages	98	184,335.00
Municipal Nature		
Water Reservoir	1	200,000.00
Church	1	140,000.00
Business		
New and Additions	12	142,500.00
Industrial		
New and Additions	4	132,500.00
Swimming Pools	<u>7</u>	<u>12,650.00</u>
Total	252	\$3,076,685.00

Expenses

Wages and Travel	\$ 5,921.01
Supplies	<u>97.50</u>
Total	\$ 6,018.51
Fees Returned	\$ 10.50

Receipts

Fees For Permits		\$ 4,957.25
<u>Violations of Zoning Laws</u>	<u>No. of Violations</u>	<u>Action</u>
Earth Removal	1	Stopped
Sign Licenses	13	4 Removed 9 Licensed
Apartment under adverse conditions	2	1 Semi-corrected 1 Pending
Swimming Pool without permit	1	1 Pending

Respectfully submitted,

KENNETH E. JEWELL,
Building Inspector

REPORT OF THE CEMETERY COMMISSIONERS

To The Honorable Board of Selectmen:

Gentlemen:

We hereby submit the following report for the year ending December 31, 1963.

The amount of money collected by this department and turned into the Treasury can be found itemized in the Treasurer's report, also the Collector's report will show the amount collected for the annual care of lots not under perpetual care. We wish to point out to all lot owners who do not have perpetual care on their lots, that bills will be sent out this year for the annual care of their lots.

There were 69 interments made during the year, this is an increase of 17 more than in 1962. There were sold 10 new lots and 21 single grave spaces sold during the year 1963.

In Woodlawn Cemetery the stumps from a cleared area were removed and this section rough graded this fall. In the spring it is intended to grade, seed and to lay out this section into new lots. A drainage project was started in this cemetery, to take care of the surface water in the winter and spring time. Some new trees and shrubs have been set out, also some improvements have been made near the Veteran's Lot.

In Mt. Hope Cemetery it is planned to remove the stumps from a cleared area and to lay out a new road, also to grade, seed and to lay out new lots. Some of the trees in this cemetery have been trimmed, removing dead branches and removing several large trees which had become infected with the Dutch Elm.

An article has been inserted in the annual warrant, asking for money to oil the roads in this cemetery, as the last time any work was done on them was in 1954. These roads are starting to break up and if they are not fixed

soon it will cost a great more than what we are asking to put them back in proper shape.

Respectfully submitted,

HARLAN E. TUTTLE
HARRY E. HOLT
HOWARD F. JONES

Cemetery Commissioners

REPORT OF THE ACTON CONSERVATION COMMISSION

The Commission met regularly on the first Thursday of each month.

The effort to preserve the Isaac Davis Trail has continued this past year.

Early in the year, the Commission focused its attention on Nashoba Brook with the long range plan to acquire land along the brook within the borders of the town to insure that this multiple asset (water supply, drainage facility, flood and drought protection, and recreational source) be maintained in its present state for this generation and generations to follow. A similar approach to Fort Pond Brook will be initiated soon. The recently formed Acton Land Trust figures to play a prominent part in these projects. Nashoba Brook and Fort Pond Brook constitute a resource heritage of vast importance to all of us in Acton.

Mr. Henry Erikson deserves credit for making the first step forward in this project by leasing to the Commission a portion of land on Nashoba Brook. In addition, he made a gift of land with frontage on the brook to the Acton Boy Scouts.

The Soil Maps voted last year have proven to be a valuable aid to the Commission.

We sincerely hope that any person in the town who is interested in these two streams or any matter pertaining to conservation in Acton will not hesitate to contact the Commission. To attain our conservation goal we will need cooperation and assistance from many of our townspeople.

Respectfully submitted,

ROBERT J. ELLIS
JOHN A. JEFFRIES, JR.
WILLIAM L. KINGMAN
MRS. DAVID L. MAY
JAMES M. SHEPARD
DAVID P. TINKER
THOMAS E. WETHERBEE, Chairman

REPORT OF THE CIVIL DEFENSE AGENCY

To The Honorable Board of Selectmen:

The year 1963 has passed without any significant international crisis and public interest in Civil Defense has been minimal. At the same time, the renewed financial support which the legislature has given to the State Civil Defense organization has brought about the assignment of new personnel at

various State levels and the implementation of additional training courses and the formation of an efficient State organization.

The most significant of these improvements was the reopening of Section 1C Civil Defense Headquarters at Bedford which is the next highest echelon of command to the Acton Civil Defense Agency. The reopening of this headquarters provides a local point for our communications operation and for training courses, it reduces travel time for monthly meetings and it provides a grouping of fifteen adjacent towns into a mutual aid group.

Typical of the training courses available at the Sector level was a Radiological course attended by six members of Acton's Civil Defense Agency who received training in the actual use of radioactive fallout detection instruments. It is planned that members of other municipal departments in Acton will attend similar courses in the coming year.

Contrary to last year's report wherein it stated that no buildings in Acton, suitable for fallout shelters, were found in the survey conducted by the Corps of Engineers, a re-evaluation made by them in 1963 has established that a basement area in the Blanchard Auditorium is suitable and has a capacity of 56 persons. This location has been stocked with emergency food rations and will be marked with signs early in 1964. A survey of new buildings has been requested for 1964 to increase Acton's shelter capacity.

A comprehensive Operations Plan for all Civil Defense actions in Acton under various emergencies has been completed and submitted to the Massachusetts Civil Defense Agency for approval. This report contains 76 text pages and two maps and its preparation and submission is a requirement for Acton's participation in Federal matching funds programs. A copy is on file in the Selectmen's Office. This Operations Plan was prepared by Acton's Director from a basic plan prepared by the State and contains a letter of authorization for the Director's action in emergencies signed by the Selectmen.

Respectfully submitted,

JOHN F. McLAUGHLIN, Director

REPORT OF THE DOG OFFICER

To The Honorable Board of Selectmen:
Acton, Massachusetts

Gentlemen:

I herewith submit my report for the year ending 1963.

Calls & complaints handled	189
Notices to owners of unlicensed dogs	221
Stray dogs picked up	41
Dogs disposed of	7
Dogs returned to owners	34

Respectfully submitted,

CARL W. FLINT

Dog Officer - Town of Acton, Mass.

REPORT OF THE TRUSTEES OF THE
ELIZABETH WHITE FUND

For Year Ending December 31, 1963

The trustees of this fund have signed orders to the Town Treasurer totaling \$791.85 (Seven hundred ninety-one dollars and eighty-five cents).

Respectfully submitted,

HAZEL P. VOSE
ELEANOR P. WILSON
HELEN B. WOOD

Trustees of the Elizabeth White Fund

REPORT OF THE ENGINEERING DEPARTMENT

To The Honorable Board of Selectmen:

Gentlemen:

I hereby respectfully submit my Annual Report for the Engineering Department for 1963.

During that year the following work was done:

- I. All routine work of the Department such as:
 1. Inspecting road and drain construction in new subdivisions.
 2. Checking new plans for the following subdivisions subsequently approved by the Planning Board:

Simon Hapgood Lane; Brookview Subdivision; Flagg Hill Estates, Section IV; Faulkner Hill, Section II; Hamblin Park; Meadow Brook; Minuteman Ridge; Parker Village; Meadow Land; and Town House Acres.
 3. Revising and up-dating town maps.
 4. Laying out and drawing up drainage easements.
 5. Metes-and-bounds description of all roads to be accepted by the Town.
 6. Attendance at evening meetings as requested with the Board of Selectmen, the Planning Board, the School Committee, the Finance Committee, the Recreation Commission, the Conservation Commission, and the Board of Health, and attendance at daytime hearings at the Middlesex County Engineers.
- II. Work on specific projects as per instruction by the Board of Selectmen:
 1. Field location work, preparatory to the laying out of the following unsurveyed roads:
 - a) High Street
 - b) Martin Street
 - c) Elm Street
 - d) Summer Street
 - e) North, South and Cross Streets

2. Calculation and drawing up of plans for the street relocation of the intersection Parker Street and Independence Road.
3. Design, specifications and construction supervision of one double tennis court, near the Julia McCarthy School, for the Recreation Commission.
4. Field investigation, drawing of sketches and recommendations concerning actions proposed by miscellaneous Boards at various Town meetings.
5. Intermittent work on Assessors' Maps.
6. Grades and field engineering at drain installation at Central Street and Church Street in West Acton.
7. Grades and lines for new parking lot behind the West Acton Fire Station.
8. Lot line stake-out of new Police Station land.
9. Preliminary investigation concerning the relocation of High Street near Powder Mill Road.
10. Design and inspection of installation of a drainage system near the intersection of Forest Road and Whittier Drive.
11. Surveying and plotting of Library land for new extension.

During the year 1963 the Town voted to acquire a detailed Soil Study from the United States Department of Agriculture, Soils Stabilization Service. This expenditure, in my opinion, was a very foresighted one and it will prove its beneficial value to the Town in the years of growth to come as it already has at the specific cases in which it was used.

Last summer we continued with the practice of hiring seasonal survey help and found it a satisfactory solution, since it enables us to gather enough field survey data to keep us going through the winter with calculations and drawings without materially adding to the overall budget.

May I express my thanks to all citizens and citizen's groups and to the members of the Town Administration for their cooperation and help.

Respectfully submitted,

FRED K. HANACK

Town Engineer

REPORT OF THE FIRE DEPARTMENT

To The Honorable Board of Selectmen:

I herewith submit my thirty-first annual report of the Fire Department for the year ending December 31, 1963.

Total number of alarms responded to are as follows:

Residential	24
Non-Residential	2
Mercantile	4
Manufacturing	2
Miscellaneous	4
Grass and Brush	105
Automobile, etc.	25
False Alarms	9
Smoke scares and accidental alarms	24
Accidents and emergencies	71
Out of Town ,	5
	<hr/>
	275

Loss to Buildings	\$ 95,633.83
Loss to Contents	24,670.01
Loss to Automobiles	8,719.00
	<hr/>
Total Loss	\$129,022.84

Permits Issued:

Oil and Power Burners	117
Bottled Gas	13
Blasting	22
Open Air Fires	854
Inspections and investigations	1,313
	<hr/>
	2,319

Collected for Permits	\$ 75.00
Collected Rents at Station #1	75.00
Collected Rents at Station #2	81.25
Collected Rents at Station #3	555.00
	<hr/>
	\$ 786.25

Article #37 not complete at this time.
Article #39 not complete at this time.

New alarm Boxes installed this year:

- Box #355 on Joseph Reed Lane at Capt. Furbush Lane (by developer)
- Box #356 on Deacon Hunt Drive at Joseph Reed Lane (by developer)
- Box #127 on Great Road at Wetherbee Street
- Box #155 on Great Road at Esterbrook Road
- Box #1233 on Main Street at Isaac Davis Way
- Box #1413 on Main Street at Brook Street
- Box #319 on Birch Ridge Road
- Box #337 on Arlington Street near Daniel Sweeney

1964 Program

Stabilization Fund - \$10,000.00.

Fire Alarm Extension:

- On Spruce Street to End.
- On Kinsley Road to End.

Fire Apparatus:

I have an article in to replace the Ladder Truck at South Acton. This truck is twenty-one years old and has out-lived its usefulness. I have in mind replacing this piece of apparatus with a modern aerial-type ladder which will operate more effectively with less man-power. As it is now, we have to depend on Maynard or Concord for equipment of this kind.

There was an increase in the number of alarms this year which could be attributed to the weather and growth of the Town. However, I feel this is normal according to the size of the Town.

With the exception of Engine #4, which needs some repairs, the rest of the equipment is in good condition.

In closing, I wish to thank the fire fighters and the Auxiliary for their co-operation throughout the year. I also wish to thank the Board of Selectmen, the Finance Committee, Personnel Board, the Clerical Staff at the Town Hall, and all others who have contributed to the support and operation of the Fire Department.

Respectfully submitted,

H. S. MacGREGOR

Chief of Fire Department

REPORT OF THE TRUSTEES OF THE GOODNOW FUND

For the year ending December 31, 1963

INVESTMENTS

Charlestown Savings Bank	\$ 465.54	
Concord Co-operative Bank	3,000.00	
	<hr/>	\$3,465.54

RECEIPTS

Charlestown Savings Bank	19.47	
Concord Co-operative Bank	120.00	
	<hr/>	139.47

EXPENDITURES

Treasurer of the Evangelical Church in Acton.	\$ 119.47	
Town of Acton for the perpetual care of Goodnow		
Lot in Woodlawn Cemetery.	20.00	
		<hr/>
		\$ 139.47

THELMA L. BOATMAN, TR.
CLARK C. McELVEIN
JAMES N. GATES

Trustees of Goodnow Fund

REPORT OF THE BOARD OF HEALTH

To The Honorable Board of Selectmen:
Acton, Massachusetts

Gentlemen:

The Board of Health herewith submits its report for the year ending December 31, 1963, together with the reports of other departments connected with it.

In June of 1963 the membership of the Acton Board of Health was changed by the resignation of Dr. David L. Smith, who had been a member for two years. This change was due to the fact that Dr. Smith had moved to the Town of Littleton, Mass., thus making him no longer eligible to hold public office in Acton. The other board members and its staff would wish to thank Dr. Smith for the time and effort that he devoted to the solution to the problems that confronted the Board of Health.

The Acton Board of Selectmen and Health met in joint session to fill this vacancy, "as outlined in the General Laws of The Commonwealth". It was the sense of this meeting that the many problems that confront the Board of Health required more time than the Town had a right to expect a doctor to be able to grant to the town in view of their already busy schedule. With the knowledge that the Town is adequately covered by the appointment of a local doctor to run the clinics and to act in an advisory capacity, the group elected Mr. Jay S. Grumbling to fill the vacancy. Mr. Grumbling comes to the Board of Health with a strong background in Sanitary Engineering. He is a graduate of the Virginia Military Institute and has a master's degree from the Massachusetts Institute of Technology. He is employed by the engineering firm of Metcalf & Eddy. With over 70% of the problems coming before the Board of Health being concerned with sewage disposal, the Town is fortunate in having a person with Mr. Grumbling's background.

A large percentage of Acton's population is in a stage of transition. They either have just arrived or are making plans to leave town due to business transfers. Because of this the Board of Health would like to take advantage of the opportunity to mention the fact that Acton does not have municipal sewerage disposal works. Each house has an individual system made up of a septic tank and leaching field. The Town of Acton can give no assurance that these systems will continue to work indefinitely without being inspected at least once a year and pumped out at least every two years or oftener as conditions warrant. Heavy equipment should be kept away from the disposal area as well as any planting of trees or nursery stock. It would be helpful for new owners to obtain from the previous owner a detailed plan

of the system as well as a service history which would indicate if there has been any alteration or addition to the existing system. It is the responsibility of each home owner to maintain his system in proper working order, free from any conditions which would constitute a hazard to himself or his neighbor, or the Town.

The Board of Health sponsored an article on the Warrant for the Annual Town Meeting for the year 1964 requesting that the Town authorize the formation of a Sewerage Study Committee. A subsequent article requested the Town to vote approval for the committee to apply for an advance of funds from the U. S. Government to be used in making surveys, cost estimates reports and preliminary plans for a Town Sewage Collection System and Sewage Treatment Facility.

The survey and planning work would be done by an engineer selected and employed by the Sewerage Study Committee. The information obtained would enable the Town to purchase land to be used for a treatment plant site.

The proposed plan for sewer construction would permit permanent easements to be obtained in advance and enable the Town to provide for construction of sewers without extra cost for property damage or expensive detours.

The construction of a Town Sewerage System will cost money, but the amount can not be determined without a plan. This plan must be approved by both the State and Federal Government before any construction can be considered. It will take a long time before any Town money can be spent, but as this time passes the Town will be able to intelligently plan its financial obligations.

About four years ago, the Town was told that a sewerage system would be needed in ten years. The Board of Health has requested that a study be undertaken to develop plans for Town Sewerage on previous warrants and are again sponsoring such an article. The Board is convinced that the sewerage system will be needed to serve the population centers of West Acton and South Acton before the year 1970, with or without the continued explosive growth. The time to plan is now and the provisions of Public Law 560, 83rd Congress of the United States make funds available for this purpose.

The Housing and Home Finance Administrator is authorized by the Congress to make interest-free, repayable advances of fund to States, municipalities and other local public agencies to aid in financing the cost of plan preparation for specific public works projects. The Act specifically provides that:

1. The making of an advance will not in any way commit the Federal Government to appropriate funds to assist in financing the construction of any public work so planned.
2. Advances will be repaid without interest by the applicant when construction is started.
3. If a public agency starts construction of only a portion of a planned public work, it will repay such proportionate amount of the advance as the Housing and Home Finance Administrator may determine to be equitable.
4. If an advance is not repaid promptly upon the start of construction, interest at the rate of four per centum per annum will be charged.

Advances will only be made for planning public works expected to be placed under construction within five years. Advances may be requested to finance preliminary, final or both types of planning. However, applicants are urged to restrict their applications to aid in preliminary planning. This

will permit assistance to the maximum number of communities and develop the largest number of planned projects. Preliminary plans also are less likely to become obsolete during the period between plan preparation and actual construction. Whenever fund limitations make it necessary, priority will be given to applications covering only preliminary plans.

Preliminary planning should include all investigations and surveys needed as a basis for decisions by the applicant's officials regarding type, size and scope of the public work, and for reliable estimates of construction cost. These may include photogrammetric surveys, foundation exploration, test pits, core drilling, water source investigations, both surface and sub-surface, and preparation of topographic charts, plans, specifications, and other specific data. Final planning is based on preliminary planning and includes preparation of all detailed plans, and specifications required before construction bids can be obtained.

An advance will be approved only for a specific public work, but more than one advance may be requested by one applicant. A separate application is required for each advance requested.

The Town of Acton has maintained an orderly expansion as the population of the Town has grown from 3,510 in the year 1950 to 7,238 in 1960. The Town has continued to grow in the past three years and estimates for the year 1970 consider a population as high as 13,000 persons.

The major growth in population is occurring in the areas South and West of Mass. Highway Rt. 2, fanning out from the population centers of West Acton and South Acton. This area is otherwise defined as the Fort Pond Drainage Area and the continuing construction of houses surrounding the Fort Pond Brook is converting the area into a densely populated urban area of some 12 persons per acre.

At present, over 72 percent of the Town population is located in the Fort Pond Drainage area. About 50 percent or nearly half of the Town population is located in West Acton. These populations are located on 46 percent of the total Town land area with the larger West Acton population located on only 10 percent of the total Town land. At present nearly all new house construction is being done in this same area.

The Fort Pond Drainage area is presently being developed in accordance with the zoning by-laws. The need for the construction of a sewerage system in this area was defined in the master plan but, unfortunately, the area has been largely developed before the more stringent Intensity Regulations recommended in the master plan were adopted. There are and have been problems with household sewage disposal systems in this area and every indication suggests that there will be a steady increase.

What are the sewage disposal problems in the Fort Pond Drainage area and the Town of Acton?

1. Owners of some older homes do not have sufficient land area to construct adequate household sewage disposal systems.
2. Owners of some newer homes on 20,000 square foot lots have expanded household sewage disposal systems to the extent that the total available land within the property lines has been used.
3. Of the failures in household sewage disposal systems, for which repair permits were issued in the years 1960 to 1963 inclusive, 78% were in the Fort Pond Drainage area.
4. All failures reported, occurred in those areas not recommended for subsurface sewage disposal by the recent soils survey. According to the

results of this survey, only about 10% of the land area of the Town of Acton is suitable.

5. The pollution of Fort Pond Brook is caused by inadequately treated household sewage.

6. School construction and other municipal buildings will not be located where needed but where land is adequate for sewage disposal and then at excessive costs for individual unit waste disposal systems.

When are the problems in household sewage disposal systems going to need relief by a Town Sewerage System?

1. The average life of a household sewage disposal system is considered to be from 10 to 15 years.

2. Failures in household systems will increase as more individual systems are constructed; soils will become saturated and unable to receive additional waste water. This condition is especially prevalent in the Spring season of the year.

3. Failures in household sewage disposal systems, for which repair permits were issued, have increased each year since 1960. In 1963, 40 permits were issued representing a 90% increase over 1962.

4. All failures are not reported, but at the rate reflected in the records the minimum number expected in 1970 would be 140.

5. It is the opinion of the Board of Health that most failures in household sewage disposal systems by the year 1970 will be beyond repair and that Town Sewage disposal will be necessary to serve the Fort Pond Drainage area.

Why the need for a sewerage study now?

1. The cost of repairs to household sewage disposal systems averages about \$700 to the homeowner. On the basis of repair permits issued since 1960 this means that about \$68,000 has been spent for temporary improvements to private sewage disposal systems. In the year 1970, the total costs to individual homeowners could be \$100,000.

2. With the assistance of the Federal Government the individual homeowner can be used to support an organized transition from household systems to a permanent Town sewerage system.

3. A plan for constructing Town sewers and a sewage treatment plant will require Federal, State and local approval which will take time. The Town should have time and take time to consider this construction.

4. Cost estimates for a sewerage system will enable the Town to consider finances well in advance of the time construction would begin.

5. Land could be purchased and designated as a sewage treatment plant site before other development encroaches on the area or otherwise causes the cost of purchase to increase.

6. Easements could be obtained over the route of the proposed trunk sewers to prevent excessive damages or detours at the time of construction.

7. Schools and municipal buildings could be located where needed and programmed for construction or expansion when sewer services are provided.

8. By using the federal funds that Towns are encouraged to use, Acton will be able to plan for the years ahead and make use of the information at no cost to the Town until actual construction is undertaken.

The Board has held regular meetings every second and fourth Monday of each month. Whenever necessary special meetings were held. Visitors are always welcome to attend these meetings.

During the year regular inspections of schools, food handling establishments, milk dealers, kindergartens, nursery schools, rest homes, etc., have been made.

Water samples have been tested whenever it was considered necessary.

Mosquito control spray was provided during the spring and summer.

The Board sponsored the usual clinics, namely Diptheria and Tetanus immunizations, Dental clinic, Tuberculin clinic and Dog rabies immunization.

A Sabin (Oral) Polio Vaccine Clinic was held in January, March and May, with a mass make-up clinic held in June.

Total receipts from all these clinics were \$1,081.90

Total receipts were returned to the General Fund.

We have had no cases of T B in hospitals at present. The Middlesex County Sanatorium at Waltham provides a clinic for free chest X-Ray. The Clinic is open Monday through Friday from 1 to 4:45 p.m. and on the first and third Wednesday of each month from 6:30 to 8 p.m. It is suggested that people take advantage of this free clinic.

The Board of Health has worked constantly for health standards throughout the community.

The Town provides a garbage collection. No rubbish collection is provided; however, the Town maintains a Dump for the convenience of the residents of Acton.

We would appreciate all communicable diseases be reported either by an attending physician or the householder. (Chapter 111 General Laws of Massachusetts).

There were 337 cases of contagious disease reported during the year 1963.

Cases Reported:

Scarlet fever and strepto throat	31
Chicken Pox	151
Measles	3
German Measles	8
Dog Bites	18
Mumps	121
Infectious Hepatitis	-
Tuberculosis	-
Infectious Mononucleosis	1
Salmonella	2
Syphilis	2

There were 13 premature births reported during 1963.

The services of the Town Nurse are available for those who cannot pay for emergency nursing care. Those who are financially able are required to pay a small fee for each visit. These services are offered only under the guidance of a physician. She may be reached by calling the Board of Health Office CO 3-4736.

The following permits and licenses were issued:

Sewage disposal permits	
new construction	139
repairs or alterations	45
Total amount collected for these	\$ 920.00
Plumbing permits issued	
	179
Total amount collected for these	\$1,937.60
Offal transport permits	
	7
Catering permits	1
Overnight cabins and camps	3
Methyl alcohol permits	10
Kindergarten & Nursery School	8
Store Milk License	23
Milk Dealers License	11
Massage license	1
Total amount collected for these	\$ 75.50
Nursing and Rest Homes inspected	
	2
Eating and Food dispensing	
establishments inspected	20
Burial permits issued	64
Amount collected from Town Nurse	\$ 821.25
Total amount received and deposited with	
the Town Treasurer for year ending	
December 31, 1963	\$4,836.25

The Board of Health wishes to thank all those who contributed to its progress for the year 1963.

Respectfully submitted,

ROBERT C. HEUSTIS, R.S., Chairman
MARTIN J. DUGGAN, R.N., Member
JAY S. GRUMBLING, Member

REPORT OF THE TOWN NURSE

To The Board of Health:

I hereby submit my report for the year ending December 31, 1963.

Total number of visits made include paid and unpaid calls . . . 1,710

Visits include: Old Age Persons, persons receiving general,
medical or disability relief. Aid to dependent children, and
Veterans on aid and their dependents 870 calls

Paid calls (\$1.00 fee per visit) 825

Saturday, Sunday and Holiday calls 105

Public Health Clinics held during the year in cooperation with the School Department are:

- 17 Dental Clinics were held at Dr. McQueen's office.
- 811 Tuberculin Tests were done in November, with 11 (eleven positive reactors in Grades 1, 4, 7, and 11).

Diphtheria Clinics . . . with boosters of Diphtheria and Tetanus for Grades 1, 5, and 9 were given.

The Board of Health conducted a Sabin (Oral) Polio Vaccine Program of Types I, II and III for preschool, school and adults. 11,580 doses

We wish to thank everyone who volunteered to work for these clinics. It was appreciated very much.

We were pleased to have two students from the Burbank Hospital School of Nursing during the year, for their Public Health Training period of eight weeks each.

Kindergarten, playground and scout camp inspections . . . 17

Total amount of fees received and turned over to the Town Treasurer \$821.25

I wish to thank all those who assisted me during the year.

Respectfully submitted,
EILEEN H. HALE, Town Nurse

REPORT OF THE SLAUGHTERING INSPECTOR

To The Board of Health
Acton, Massachusetts

There were no cases of slaughtering reported during the year 1963.

EDWARD J. HIGGINS,
Inspector of Slaughtering

REPORT OF THE INDUSTRIAL DEVELOPMENT COMMISSION

To the Honorable Board of Selectmen:

In early 1963 and for the third successive year, Rep. Vernon L. Fletcher filed a bill in the Legislature in our behalf which would have directed the Department of Correction to turn over to the Town of Acton 125 industrially-zoned acres of Concord Reformatory farmland lying along the south side of Route 2. The several details concerning this proposal have been discussed in previous reports. Suffice it to say, this effort was once again defeated. During our negotiations with the Department of Correction, however, the Superintendent of the Reformatory stated that he would be willing to release something in excess of 25 acres to the Town; this acreage also lies along the

south side of Route 2, adjacent to Hosmer Street. Rep. Fletcher has therefore filed a bill for 1964 legislative consideration along these lines, and "hope springs eternal".

At a recent Special Town Meeting, an article was defeated by a small margin which would have rezoned from residential to industrial use approximately 25 acres fronting on School Street but abutting the 25 acre Reformatory plot noted above. Both the Planning Board and this Commission recommended the rezoning, and its defeat is traced by some to the fact that no guarantees existed concerning the specific use to which the land might be put. (Of course, it should be remarked that no such guarantees exist on any present industrial land nor, as a matter of fact, do they exist concerning the type of residential housing which might conceivably be built on this very same land). With this in mind, the Planning Board will again recommend rezoning at the Annual Town Meeting but will also recommend the creation of a Light Industrial zoning classification restricting the types of industries which may be located in such a zone. It is into such a zone that the land in question would be placed, and this Commission will again support the rezoning. Although there are many acres of industrially-zoned land in Acton, it becomes more apparent with each passing year that desirable features are missing in many cases. It cannot be emphasized too strongly that land along or close to Route 2 has the characteristics necessary to attract top-notch industry.

In other areas, we have received several inquiries - both by mail and by personal visit - concerning available land and available plant space. Because we have catalogued all present industrial land as well as all known available plant space, we can easily provide the names of owners to be contacted by mail or, in fact, escort the prospect to the site. Significantly enough, we have been informed more than once in recent months that asking prices for land in Acton tend to be too high considering what we have to offer.

As we write this report, one company engaged in light manufacturing of precision instruments is very actively seeking to locate in Acton. This company has already been placed in contact with several land owners and with a present company in Acton which may wish to build for lease on its own excess land area.

We expect shortly to have available a small brochure outlining Acton's assets and this brochure will be made available to Chambers of Commerce, Departments of Commerce, industrial realtors, industrial developers, and the like.

As we have in the past, may we again note that our meetings are in the Town Hall at 8:00 P.M. on the first and third Wednesdays of each month and are open to all.

ALLEN M. CHRISTOFFERSON
PAUL H. LESURE
STEPHEN E. LORD
PAUL M. McPHERSON
FREDERICK H. BUBIER, Clerk
RICHARD J. O'NEIL, Chairman

REPORT OF THE INSPECTOR OF ANIMALS

To The Honorable Board of Selectmen:
Acton, Massachusetts

Gentlemen:

I herewith submit my report for the year ending 1963.

Premises Inspected	24
Cows	124
Young Cattle	11
Bulls	3
Beef Cattle	15
Swine	0
Sheep	9
Goats	0
Horses & Ponies	40
Dog bites	38
Dog quarantined	38

Respectfully submitted,

CARL W. FLINT

Animal Inspector

REPORT OF THE INSPECTOR OF WIRES

To The Honorable Board of Selectmen:
Acton, Massachusetts

I herewith submit my report as Inspector of Wires for the year ending December 31, 1963.

Two Hundred Sixty Four permits were issued. The sum of One Thousand Nine Hundred Forty Four dollars and seventy five cents, (\$1,944.75) was collected in fees for these permits and turned over to the Treasurer.

Respectfully submitted,

LESLIE F. PARKE

Inspector of Wires

REPORT OF THE INSURANCE COMMITTEE

To The Honorable Board of Selectmen:
Acton, Massachusetts

Gentlemen:

The Annual Report of the Insurance Committee for 1963 is marked for its brevity. The only change in the program has been the addition of Public Liability insurance on Town Buildings in accordance with Article 63 of the Annual Town Meeting in March. It is hoped that this insurance may be broadened to include the other operations of the Town government and to include property damage liability so that claims of property owners can be honored.

In the past, broken water mains and the work of the Highway Department or it's contractors have caused damage that could have been paid by an insurance carrier and a study should be made to see if these and other incidents will justify the purchase of additional insurance.

You have before you a proposal to consider the advisability of putting a \$1,000. deductible on the Fire Schedule. When action is taken on this proposal, all of the major recommendations of the Insurance Committee will have been completed.

The only major change in the insurance budget for 1964 is reflected in item 111, Workmen's Compensation. This represents no change of coverage but an expected loss of a very favorable experience credit due to one serious outstanding claim and a general increase of rates that will become effective February 1, 1964.

Respectfully submitted,

DAVID P. TINKER
RAYMOND A. GALLANT
CHARLES M. MacRAE
THERON LOWDEN
THOMAS MOTLEY, Chairman

LIBRARIAN'S REPORT

To The Honorable Board of Selectmen:
Acton, Massachusetts

I herewith submit the following report for 1963.

Board of Trustees

Richard A. Bodge
A. Frank Garbarino
Louise M. Gardiner
Dudley F. Howe, Chairman

Roland R. MacLean
Florence Merriman
Raymond A. Shamel
Marvin L. Tolf
Earle W. Tuttle

Library Hours

effective Jan. 1, 1964

Monday through Friday	1 - 6 P.M. and 7 - 9 P.M.
Saturday	1 - 6 P.M.

Staff

Marian L. Piper	Librarian
Marion M. Armstrong	Library Assistant
Edna R. Custance	General Assistant
Julie W. Custance	Custodian

Accession

Number of Volumes in Library January 1, 1963	22,015
Increase by purchase	1,379
Increase by gift	182
Withdrawn	2,943
	<hr/>
Number of Volumes in Library January 1, 1964	20,633
Circulation in 1963:	
Fiction	28,067
Non-fiction	15,154
Juvenile	30,012
	<hr/>
Total	73,233
Circulation in 1962	64,415
	<hr/>
Increase in circulation over 1962	8,818

Receipts

Fines and miscellaneous	\$1,390.87
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During the past year the Library has incorporated several new features to make our facilities more convenient and attractive to our patrons. A telephone has been installed, a new charge-out system has been put in operation and the McNaughton "Lend-lease" plan has been initiated. This plan does away with outright purchase and processing of the books. The Library contracts for a loan of a specified number of copies sufficient to meet the demand and excess books are returned in exchange for newer ones as they are published.

The Friends of the Acton Libraries have been most helpful and cooperative. They have purchased several new books for the Library and also given many used books. The Garden Club has provided a beautiful flower arrangement each week which has been a delight to all. The League of Women Voters set up an attractive display recognizing United Nations week. The Girl Scouts presented us with a fine selection of Scout books in memory of Mrs. Myrtle Pettingell. To those organizations and to each individual who has given us books or magazines we extend a sincere "thank you". To the conscientious, faithful and most cooperative Board of Trustees I extend a personal thank you.

Respectfully submitted,

MARIAN L. PIPER

Librarian

REPORT OF THE CITIZENS LIBRARY ASSOCIATION OF WEST ACTON

To The Honorable Board of Selectmen:

I herewith submit the following report for 1963:

Board of Trustees

James Kinsley
Barbara Nylander, Chairman
Percival Wood, Secretary

Library Hours:

Monday, 7 - 9 P.M.
Tuesday, 3 - 6 P.M.
Thursday, 3 - 5 P.M.

Thelma G. Hermes

Librarian

Accession

Number of Volumes January 1, 1963	3,652
Increase by Purchase	23
Increase by Gift	1,639
Withdrawn	102

Number of Volumes in Library January 1, 1964	5,212
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Circulation in 1963:

Fiction	1,049
Non-fiction	766
Juvenile	2,828
Total	4,643

Circulation in 1962:	2,302
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Receipts

Fines	\$109.63
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The first year of the Citizens Library Association of West Acton operating as a Town of Acton public library was one of active growth. The trustees and librarian were pleased that the number of books circulated in 1963 doubled the figures of the previous twelve months.

The interest and support of the following was deeply appreciated: Friends of the Acton Libraries, Acton Memorial Library, Friendship Society, West Acton Baptist Church, League of Women Voters, Acton Girl Scouts, and local residents.

Respectfully submitted,

THELMA G. HERMES

Librarian

REPORT OF THE MOTH SUPERINTENDENT

To The Honorable Board of Selectmen:

I herewith submit my report for the year 1963. A Foliage Spray for the control of the elm leaf beetle was applied to the Elm trees in June this year. Wild cherry and apple trees growing along the streets were also sprayed for the control of tent caterpillars and canker worms.

We removed 35 diseased Elms in 1963. There are about 15 diseased Elms to be removed before April 1964.

Respectfully submitted,

FRANKLIN H. CHARTER

Moth Superintendent

IN MEMORIAM

Peter Gray

Appointed to original Personnel Board in 1956
and continued until his death.

REPORT OF THE PERSONNEL BOARD

To The Honorable Board of Selectmen:

The necessary changes in the by-laws because of the new fire department setup incorporating permanent men were worked out. The desire on the part of all concerned for maintaining the status of the call fire department resulted in this work taking much longer than originally estimated.

The Personnel Board is recommending a general increase for all town employees of five per cent. It is our feeling that this should be granted to maintain the favorable level of Acton in relation to other towns.

During this past year a set of standard personnel forms were developed and accepted. These will be used by all departments.

The Personnel Board and the town suffered a severe loss in the untimely death of Peter Gray. Mr. Gray had served on the Personnel Board longer than any other member and his help to the town cannot be measured.

The Personnel Board has met with department heads on problems as they have arisen.

Respectfully submitted,

CLYDE J. HORNE, Chairman

WARREN S. NEWELL

WILBUR J. TOLMAN

WILLIAM H. KEMP, Secretary

REPORT OF THE PLANNING BOARD

To The Honorable Board of Selectmen:

The year 1963 has been an active one for the Planning Board. In addition to the regular meetings of the Board held the first and third Tuesdays of each month in the Acton Center Fire Station, many additional meetings have been necessary.

The Attorney General approved the zoning changes December 13th that were voted by the Town at its special meeting of October 20th. The preparation of these changes was the main activity of the Planning Board this year.

The administration of the Subdivision Control Law was a close second to the zoning changes. We found the subdividers anxious to cooperate in working toward the continuance of our subdivision standards.

New subdivisions offered during the year were:

James Carrig	Meadow Land of Acton	North Acton
Ervin D. Putnam	Meadow Brook Subdivision	South Acton
Jenks Homes, Inc.	Minuteman Ridge	West Acton
M. & L. Building Corp.	Faulkner Hill Estates	South Acton
Bellows Farms, Inc.	Brookview Subdivision	North Acton
Kennedy Brothers	Parker Village	South Acton
Milldam Trust	Houghton Park	West Acton
Flagg Hill Estates, Inc.	Flagg Hill Subdivision, Section IV	West Acton
Frederick W. Abbt	Acton Estates	East Acton
Milldam Trust	Hamblin Park	South Acton
Gerald Leone	Town House Acres	South Acton

As in the past the Board has made on-the-ground inspections with the Town Engineers to check subdivision layouts, inspecting roads up for Town acceptance, and viewing our ever-present drainage problems.

We have consulted with Mr. Charles A. Downe on several occasions during the year. In making many of our decisions, we have used the comprehensive Town Plan as a guide and by keeping in contact with Mr. Downe, we have kept this very valuable source of information to the Planning Board and the Town Consultant up to date.

In February, Donald E. Donnelly resigned from the Board and Calvin M. Farnsworth of Acton Center was appointed. In turn, Mr. Farnsworth moved out of state and tendered his resignation. Arthur P. Charbonneau of Acton Center was appointed to complete his term. The Board wishes to thank both Mr. Donnelly and Mr. Farnsworth for their counsel while members of the Board.

During the year the Planning Board has met with the Boards of Selectmen, Health, Finance, and the Industrial Commission on various mutual problems. The Town Engineer is present at all Planning Board meetings. We feel there should be more of these joint meetings.

In the interest of better Town Government the Planning Board makes the following recommendations: That

1. The Town employ legal counsel for all Town Boards who should be available for Board meetings when asked and telephone counsel at any time.

2. The Town again considers the employment of an administrative assistant to the Selectmen.
3. The practice of a special Town Meeting in the fall, preferably in November, be continued.
4. The Industrial Section of the Zoning By-law be amended to make two Industrial Districts

General Industrial I-1

Light Industrial I-2

The I-2 District limiting production to light manufacturing.

5. The possibility of some form of Flood Plain Zoning to protect Fort Pond Brook and Nashoba Brook and their water sheds to postpone as long as possible the need for sewerage and to keep them as beauty spots in the Town.
6. A quarterly meeting of all Boards be called by the Selectmen to discuss their problems thereby making for better communication between the various Town Boards.

We wish to thank the various Boards, Committees, and Departments of the Town for their cooperation during the past year.

Respectfully submitted,

DAVID P. TINKER, Chairman

ARTHUR P. CHARBONNEAU

C. JUDD FARLEY

JOHN H. LORING

WILLIAM M. VEAZEY

Acton Planning Board

REPORT OF THE POLICE DEPARTMENT

To The Honorable Board of Selectmen:
Acton, Massachusetts

Gentlemen:

I herewith submit my seventh annual report for the Police Department for the year ending December 31, 1963. This report includes all arrests and prosecutions, report on motor vehicle accidents, bicycle registrations, houses checked, parking violations, defective equipment tags, telephone calls received and other items.

ARRESTS AND PROSECUTIONS FOR THE FOLLOWING OFFENSES:

Accosting and Annoying	1
Adultery	1
Allowing an Improper Person to Operate a Motor Vehicle	1
Assault and Battery	8
Assault with a dangerous Weapon	1
Assault with Intent to Rape	1
Attaching Plates	6
Begetting	2
Defective Brakes	1

Delivering Alcoholic Beverages to a Minor	1
Disturbance at School	1
Drunk	27
Exploding Fireworks	1
Failing to Mark Motor Vehicle to Show Ownership	1
Failing to Report an Accident	1
Failing to Slow at Intersection	1
Failing to Stop for a Police Officer	1
False Representation to Obtain Drugs	1
Fornication	1
Fraudulent Check	1
Fugitive from Justice	2
Giving False Name to a Police Officer	1
Going away, after causing Personal Injury	2
Going away, after causing Property Damage	5
Hiring a Minor to Operate a Motor Vehicle	1
Illegal Turning	2
Indecent Assault and Battery	1
Indecent Exposure	1
Labor on the Lord's Day	2
Larceny	13
Law of the Road	5
Lewd and Lascivious Speech and Behavior	5
Loaning License	1
Manslaughter	1
No License in Possession	22
Non-Support	5
No Registration in Possession	5
Obscene Materials	1
Operating after Suspension of License	5
Operating an Uninspected Motor Vehicle	15
Operating an Uninsured Motor Vehicle	13
Operating an Unregistered Motor Vehicle	14
Operating Motor Vehicle without Lights	2
Operating So as to Endanger	35
Operating Under the Influence of Intoxicating Liquor	18
Parking Violation	1
Possession of Burglarious Tools	1
Possession of Explosives without a Permit	1
Red Light	20
School Bus Violations	12
Speeding	212
Spilling	4
Stop Sign	37
Towing Uninsured Motor Vehicle	1
Towing Unregistered Motor Vehicle	3
Trespassing	1
Trucking on Sunday	4
Wrong way on One way Street	1
Delinquent Child - Arson	3
Delinquent Child - Assault and Battery	1
Delinquent Child - Attaching Plates	2
Delinquent Child - Breaking and Entering Nighttime	1
Delinquent Child - Disturbance at School	1
Delinquent Child - Driving without a License	2
Delinquent Child - Habitual School Offender	1
Delinquent Child - Larceny	7
Delinquent Child - Malicious Destruction of Property	8
Delinquent Child - Operating an Uninspected Motor Vehicle	1

Delinquent Child - Operating an Uninsured Motor Vehicle	2
Delinquent Child - Operating an Unregistered Motor Vehicle	2
Delinquent Child - Operating so as to Endanger	2
Delinquent Child - Possession of Burglarious Tools	1
Delinquent Child - Red Light	1
Delinquent Child - Speeding	7
Delinquent Child - Stubborn Child	1
Delinquent Child - Towing Unregistered Motor Vehicle	1
Delinquent Child - Trespassing	3
Delinquent Child - Using Motor Vehicle without Authority	5
	<hr/> 576

MOTOR VEHICLE ACCIDENT REPORT	1962	1963
Total number of Accidents covered by the Department	121	156
Number of Occupants Injured	29	74
Number of Occupants Killed	1	0
Number of Pedestrians Injured	2	7
Bicyclists Injured	3	0

MISCELLANEOUS STATISTICS

Bicycles Registered	173
Complaints Received and Investigated	213
Cruiser Ambulance Trips to Acton Medical Center	13
Cruiser Ambulance Trips to Emerson Hospital	103
Cruiser Trips to Metropolitan State Hospital	9
Defective Equipment tickets	39
Doors found unlocked in buildings and places of business	37
Electric Wires down and Reported to Edison	14
Emergencies Answered	139
Fire Alarms Answered	113
Motorists Assisted by Patrol	66
Motor Vehicles checked by Night Patrol	167
Nighttime Parking Tickets	93
Parking Tickets	32
Property Check, Slips left at Request of Owners	1,131
Prowlers Reported	9
Street Lights out, Reported to Edison	251
Summonses sent out for service	210
Summonses Served	336
Telephone Calls - Incoming	5,805
Telephone Calls - Outgoing	3,868
Telephone Calls - received re. "No School"	200
Times Resuscitator was used	22
Total number of Arrests made	47
Traffic Lights out and Reported to Department of Public Works . .	33

There were 906 Motor Vehicles checked by the Department of Traffic or Motor Vehicle violations for which operators received verbal warnings, summonses to appear in court or had the violation reported to the Registrar for action.

FATALS

One Pedestrian Fatal in 1963

CRUISERS

I have recommended to the Board of Selectmen, that both cruisers be traded in 1964.

RADAR

At the annual Town Meeting, we will have an article to purchase a Radar Unit. This is a very essential unit to control speed in your town.

The accident rate for 1963 increased over 1962 by approximately 15%. This is a sharp increase in a one year span.

Our Automobile Insurance rates in Acton are one of the lowest in the state. If we are to stay in this low range area, we must keep our accident rate down. A Radar Unit is the best piece of equipment to control speed. When speed is controlled, the accident rate will be lower.

POLICE STATION

In 1963, the town purchased the land to build a Police Station. An article will be entered on the 1964 Annual Town Warrant for money to build a station.

In closing, I would like to thank all the members of my department who worked with me in carrying out the duties of the Police Department during the year and to the Board of Selectmen and all others who assisted us in any way, I am grateful.

Respectfully submitted,

EDWARD J. COLLINS, JR.

Chief of Police

REPORT OF THE
PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE

To The Honorable Board of Selectmen:

The Committee has worked to improve the observance of patriotic holidays and to promote interest in the proud history of our town.

The highlights of our activities are as follows:

ORGANIZATION OF THE ACTON MINUTEMEN AND FIRST MUSTER

Saturday, February 9, 1963

The Public Ceremonies and Celebrations Committee in looking forward to the Two Hundredth Anniversary of The Fight at The Old North Bridge, approved the suggestion of the Chairman that the Acton Minutemen be reactivated.

The First Muster was held at The Acton-Boxborough Regional High School Auditorium on Saturday, February 9, 1963 with an enthusiastic crowd of over four hundred attending. Relics of 1775 were on display guarded by Acton Explorers. Kettles, loaned by The Acton Memorial Library, which had been used to cook food for the Acton Minutemen as they fought at The Old North Bridge and along the road toward Boston, were displayed on stage.

Members of the Acton Minutemen of 1925 who participated in the One Hundred and Fiftieth Anniversary of the Fight at The Old North Bridge were present and were introduced. Mr. Frank Weatherby, resplendent in colonial attire sat on stage at an authentic early american table and served as Muster Master, registering with a quill pen all those who volunteered for the new Acton Minutemen. Chairman of Selectmen, Mr. Arthur Lee read a proclamation calling for the organization of the Acton Minutemen. Mr. Ray Shamel, chairman of the Public Ceremonies & Celebrations Committee, gave an enthusiastic address recalling Acton's significant role in the American Revolution and announcing the reactivation of the Acton Minutemen. Mr. Clark McElvein explained the organizational plans and announced the next Acton Minuteman Muster. The audience was then thrilled with the wonderful and stirring music of The Lynn Village Drum Band.

Following the Muster the Lynn Village Drum Band and their wives, Dr. Francis McDonald, the Selectmen, the Steering Committee, and other honored guests were entertained at The Acton Woman's Club where a surprise birthday cake in the form of a large colonial drum, made by Mrs. R. A. Shamel, was presented to the Lynn Village Drum Band in celebration of their second anniversary.

FIRST PERMANENT LIGHTING OF THE ISAAC DAVIS MONUMENT

6:45 P.M. - April 18, 1963

A ceremony before a large crowd of Actonians preceeded the first permanent illumination of the Captain Isaac Davis Monument which was erected in 1851 and contains the bodies of Captain Isaac Davis, Abner Hosmer and James Hayward, - Acton Minutemen who were killed on the first day of The American Revolution.

The speakers for the occasion were Mr. Richmond Miller of the Public Ceremonies and Celebrations Committee, Mr. Charles MacPherson, Chairman of the Board of Selectmen, and Captain Alfred S. Cleaves U.S.N.R. Deputy Chief of Staff for Naval Reserve First Naval District.

As the monument was illuminated, there was a hearty round of applause from the crowd. A cannon salute fired by The Sixth Massachusetts Continentals of Northampton, with their Revolutionary War era cannon. Then the Stars and Stripes were raised to the top of the Captain Isaac Davis Monument as Philip Morrison sang The Star Spangled Banner.

The Acton Minutemen were represented by Mr. Luke Gardiner, Chief Musician, and by drummer Francis Davis and fifer Jacqueline Cowley. Mrs. Robert Hunt represented Acton's Captain Isaac Davis Chapter of the D.A.R. The lighting ceremonies were coordinated by Raymond Shamel.

THE CAPTAIN ISAAC DAVIS BALL

April 18, 1963 - ABRHS Auditorium

This First Captain Isaac Davis Ball, sponsored by the Acton Lions Club and The Public Ceremonies & Celebrations Committee was a gala pre-Patriots Day social event. The Sixth Massachusetts Continentals of Northampton provided an Early American drill performance at the intermission. Proceeds of the Ball were donated to The Acton Lions Club Educational Fund, providing money for two scholarships and for the ABRHS Science Fair.

REENACTMENT OF THE DR. PRESCOTT-JOHN ROBBINS RIDE

1:00 A.M. - April 19, 1963

This second reenactment of the Dr. Prescott-John Robbins Ride followed the early morning time schedule of the original messengers. Miss Beverly Abbt, portraying Dr. Prescott arrived at Minuteman Captain Robbin's home-site on Old Concord Road at 1:00 A.M. bringing the first alarm to Acton: "Captain Robbins, Captain Robbins, the Regulars are coming! Young John Robbins, son of Captain Joseph Robbins, as portrayed by Stephen Smalley, then quickly mounted and galloped off to take the alarm to the Captain Isaac Davis home on Hayward Road and on to the Captain Simon Hunt Home, Acton's famous Liberty Tree House. The present owner Marguerite White served delicious refreshments and hot coffee to the entire crowd that observed and followed the reenactment of this historic Acton ride.

PATRIOTS DAY PROGRAM

April 19, 1963

6:00 A.M. At The Capt. Isaac Davis Home, Hayward Road

Acton's celebration of Patriots Day centers around the retracing of The Line of March of The Acton Minutemen of 1775 who under the command of Captain Isaac Davis, left the Davis homesite on April 19th, 1775 at 6:45 A.M. and marched to the Muster Field at Concord near the Old North Bridge. Here Captain Isaac Davis's immortal words, "I haven't a man that is afraid to go", resulted in the placing of The Acton Minutemen at the head of the line which met the British at The Old North Bridge and returned their fire with "the shot heard 'round the world" in the first successful organized military resistance to the British Arms, and the beginning of The American Revolution.

Highlights of the 6:00 A.M. Program were martial music by The Acton-Boxborough Regional High School Band, Mr. Constantine Limberakis directing, cannon fire by The Sixth Mass. Continentals, and retracing of the line of march of The Acton Minutemen to the Old North Bridge to the music of "The White Cockade" by fifers Giles Lowden & Richard Sawdo and drummer David Lowden and The ABRHS Band. At the Concord Muster Field the marchers had refreshments and were then escorted by the ABRHS Band to the Concord Ceremonies at The Old North Bridge.

Friday - 2:00 P.M. to 5:30 P.M., Acton Open House with the following exhibits: The Town Hall - The Isaac Davis Plow exhibited by the D.A.R. The Town Hall Historic Objects of the Revolution exhibited by The Acton Historical Society, Mrs. Albert Wunderly in charge. The Memorial Library-Historical Objects of the Civil War exhibited by The Acton Historical Society, Mr. Richmond Miller in charge. The Acton Woman's Club - Antiques of Early Acton displayed by the owners, Mrs. Albert Jenks in charge.

MEMORIAL DAY 1963

In the week prior to Memorial Day, the Committee purchased and distributed to all of the Acton Cemeteries geraniums and flags for all veterans graves through the very kind efforts of the Acton Cemetery Department and its Superintendent, Fred S. Kennedy. The members of the Acton Cemetery Department and the Town Highway Department were both very cooperative and helpful in the preparation of the cemeteries and the route of the parade.

The parade formed in Acton Center at 8:00 a.m. with the following groups in the line of March: Following the Marshal and His Aides, the Colors and the Color Guard, The Selectmen and Elected Town Officials, the Sergeant-at-Arms and the Wreath Bearers, consisting of Boy Scouts, Girl Scouts, Cub Scouts, and Brownies, The Edwards-Quimby Post American Legion and Auxiliary, Veterans of the Army, Air Force, Navy and Coast Guard, The Acton-Boxborough Regional High School Band under the direction of Mr. Constantine Limberakis, The Acton Minutemen, The Acton Fire Department, the Girl Scouts, the Brownies, the Cub Scouts, and the Boy Scouts. At the services in front of the Town Hall Rev. Justin J. Hartman offered prayer, and wreaths were placed on the respective monuments in honor of all the deceased veterans of all of Acton of all wars. The Parade proceeded to the Woodlawn Cemetery where similar services were held with the Rev. Dean Starr offering prayers.

From Woodlawn Cemetery the parade was transported in buses to South Acton for the next segment of the Parade. The Parade re-formed in the South Acton Shopping Center parking lot and marched along Main Street to Quimby Square.

In Quimby Square a wreath was placed in honor of Private Howard L. Quimby who was the first soldier from Acton to give his life in World War I. Also a floral spray was cast upon the waters in honor of all Navy and Marine Veterans who have given the supreme sacrifice. The Parade proceeded to the South Acton Fire House for a coffee break which was served to all the marchers by the Junior Guild of the South Acton Congregational Church under the chairmanship of its president Mrs. Alberta Knight.

Once more the parade was transported by buses to the Mt. Hope Cemetery where a wreath was placed in honor of all veterans who are buried there, and the prayer was offered by Rev. J. Gary Campbell. The Parade then marched to Edwards Square.

In Edwards Square the parade formed around the Mead Triangle. A wreath was placed in honor of Pvt. Sidney Edwards, and the prayer was offered by Rev. Father Charles B. Kearns. At exactly noon the Explorer Scouts posted the colors to the top of the mast, and Taps were played followed by the singing of the National Anthem lead by Mr. Philip Morrison. The ceremony was concluded with the benediction given by Rev. William Keech. From noon until 12:20 p.m. Mrs. Philip Morrison played the chimes of the West Acton Baptist Church.

The entire program attendance was estimated at 5,000.

FLAG DAY

June 14, 1963

At The Captain Isaac Davis Monument - 7:00 P.M.

Highlight of Program

WELCOME AND INTRODUCTION by R. A. Shamel. READING OF THE FLAG DAY PROCLAMATION by Richmond Miller. PRESENTATION OF AN AMERICAN FLAG by Clark McElvein to Officer Norman Roche, one of Acton's decorated veterans, in appreciation of his services to our Country and as Marshall of the Memorial Day Parade. PLEDGE OF ALLEGIANCE led by Dr. Francis McDonald, Concord Citizen of the Year 1963. HISTORY OF THE ISAAC DAVIS TRAIL MARCH AND OF THE SCROLL AWARDS by Mrs. Robert Hunt. PRINCIPAL ADDRESS by Dr. Richard Walden Hale, Jr.

distinguished Archivist of the Commonwealth of Massachusetts. PRESENTATION OF AWARDS to original group of Boy Scouts of Troop 1 who under the leadership of Scoutmaster Ivan Wold, were first in recent times to march over the Isaac Davis Trail on Patriots Day. AWARD OF ISAAC DAVIS TRAIL SCROLL by Mr. Charles MacPherson and by Mrs. Robert Hunt to Charles Randriamasimanana, exchange student from Madagascar. AWARDS OF SCROLLS TO THE ACTON MINUTEMEN by Mrs. Robert Hunt. AWARD OF SCROLL TO MISS KRISTINA KNIPPEL representing all other who marched over the trail. SERVICE AWARDS FOR ASSISTANCE IN PUBLIC CEREMONIES AND CELEBRATIONS by Mr. Raymond Shamel.

PRESIDENT JOHN FITZGERALD KENNEDY MEMORIAL SERVICE
OLD NORTH BRIDGE

November 25, 1963 - 12 O'clock Noon

The Acton Public Ceremonies & Celebrations Committee on invitation received through Dr. Francis McDonald cooperated with the Concord Independent Battery in arranging a solemn and impressive memorial service at 12 o'clock noon at the Old North Bridge. Acton's Selectmen, The Acton Minutemen, all Boy Scouts and Girl Scouts and their affiliated organizations, the veterans organizations, and as many others as could be appropriately contacted in the short time available, were invited to attend. The Ceremony took place simultaneously with the funeral services being held in Washington for the slain President. The twenty one gun salute, fired at three minute intervals, was proceeded by a moment of silent prayer and concluded by "taps" played by Albert Christiansen. The 100% participation of The Acton Minutemen led by Col. Walter Johnson as a memorable and impressive part of the ceremony. Chairman of Selectmen, Mr. Charles MacPherson actively participated in the firing of the twenty one gun salute. Almost all Acton Boy Scout and Girl Scout Organizations were represented as was the Edwards-Quimby Post of The American Legion. Mrs. Robert Hunt represented Acton's Captain Isaac Davis Chapter of the D.A.R. Major General Otis Whitney and Dr. Francis McDonald were among the distinguished participants. The Public Ceremonies and Celebrations Committee was represented by Chairman Raymond Shamel and by Mr. Clark McElvein who also represented the U.S. Naval Reserve.

It was the fourth occasion on which these cannon had fired a salute for a slain President, (Lincoln, Garfield, McKinley, and Kennedy) and was indeed an impressive memorial service and a tribute long to be remember by all who attended.

CONCLUSION

The Committee is most appreciative of the enthusiastic support which has again in '63 led to record breaking attendance at Acton's Public Ceremonies and Celebrations. We are indeed grateful for the outpouring of cooperation and goodwill from the many many individuals and organizations that willingly and generously gave their time and effort in assuming the responsibility for the projects both large and small yet each of great importance to the smooth and successful operation of a Public Ceremony or Celebration. To illustrate, as but one example, the Patriots Day Band Breakfast involved the organization of a sizeable task force, planning a menu, arranging for physical facilities, buying needed food and supplies, critical timing, cooking, serving, cleaning up afterwards, and writing a report which includes accounting for expenses and making recommendations for better operations on the following year. A big job, and yet like so many others, it was completed and the willing workers were gone before any

official "thank you" could be brought to them, or even all of the helpers identified. When one considers the many projects, like the special plantings (Acton Garden Club), the receptions and refreshments (Acton Women's Club), the innumerable services of The Boy Scouts and Explorers, the planting of hundreds of geraniums and placing of flags (Acton Cemetery Commission), serving of the Memorial Day Marchers (South Acton Congregational Church Junior Guild) to mention only a few, one can understand our pride in the wonderful, cooperative, and public spirited people of our town, and our deep appreciation which is certainly echoed by all who enjoyed our Acton Programs.

We specifically want to thank for their wholehearted cooperation, our Selectmen, Mr. Charles MacPherson, Mr. Arthur Lee, and Mr. Lawrence Donnelly, The Public Schools, Mr. Limberakis and the wonderful ABRHS Band, and the Acton Police and Fire Departments and The Acton Cemetery Commission. The Acton Highway Department has done a splendid job in having our streets and public lawns in perfect order for every Public Celebration.

The Committee is appreciative of the cooperation received from all media of news dissemination in giving generous advance publicity and excellent reporting in both words and pictures, which now has become part of Acton's history and has spread the knowledge of Acton's historic importance and patriotic enthusiasm over a wide area. Our thanks to Mr. Earle Tuttle, Publisher; Mr. Frederick Capone, Editor of The Beacon; Mr. Jason Korell, Editor of The Concord Free Press; Mr. Rudolph Currier, Editor of The Acton Enterprise; and to all of their able reporters and photographers, and to Mrs. Robert Wylie, Columnist, and to Mr. Ira Kaiser, free-lance photographer for all of their assistance.

The Committee is pleased to disclose that Acton's Public Ceremonies and Celebrations have been noticed by The Freedom Foundation which is headed by Admiral Arleigh Burke, ex-President Dwight D. Eisenhower, and other notable Americans. We have been advised that The Freedom Foundation is considering Acton, among many others, for a Freedom Foundation Award! To be even a candidate for this great honor is in itself an honor which reflects the quality and quantity of the cooperation for which the Committee is indeed grateful.

The Public Ceremonies and Celebrations Committee was sorry to lose a most capable member, Mr. Richmond Miller, Jr. who was transferred to California in August. Mr. Miller's place has been aptly filled by Mr. Carl Hedin.

Plans for '64 include greater cooperation with surrounding towns and improved programs.

Respectfully submitted,

Acton's Public Ceremonies and Celebrations Committee

LOWELL CRAM
RUSSELL HAYWARD, Secretary
CARL HEDIN
CLARK McELVEIN
PERCY WOOD
RAYMOND SHAMEL, Chairman

REPORT OF THE RECREATION COMMISSION

To the Honorable Board of Selectmen:

The Recreation Commission was very pleased with the support given it by the town last year in its attempt to acquire and equip the new tennis courts at the Blanchard Auditorium site. These courts were received with great enthusiasm by the townspeople, and the courses of instruction initiated last year for children were over-subscribed and greatly enjoyed by all who participated. It is our intention to make these instructional periods available again this year, and we hope to continue them as long as they are merited.

Considerable attention was given to improving what few recreational areas the town has during the past year, and the following were accomplished through the splendid co-operation of Allen Nelson and the Street Department. New drinking fountains were installed at the three existing playgrounds of a permanent pedestal type, and the grounds of Gardiner Field in West Acton, and Goward Field in Acton Center were improved by grading and re-seeding. Both of these areas should be greatly improved this coming season, and although improvements on the baseball diamond at Jones Field were only begun, it is hoped to continue this project this year so that it will eventually be restored to its former condition.

Because of unfavorable weather conditions, the ice skating area on Charter Road has not been utilized to the extent that we had hoped and planned that it might be. The Commission is currently attempting to improve this program by acquiring the use of additional areas for ice skating in other sections of town, in hopes that more skaters, both young and old, may be better served in the coming seasons.

The members of the Commission feel that too much time is being spent by the members administrating the various programs introduced for the use of the townspeople and their children. Now that the participating towns are being asked to take over the water safety program at Lake Walden, with the addition of tennis instruction in the summer program, the playground programming, and other recreational activities that we would like to see made available in our town, we feel that the time has come when Acton should have a full time recreational director during the summer months, and are asking for funds this year to establish such a position.

The time is fast approaching when Acton must have additional recreational lands, and a solution for our lack of a water facility for swimming purposes must be found.

By appointing a recreational director to oversee and expand our present programs under the direction of the Commission, the members of the Recreation Commission will be able to spend much needed time developing long range plans and solving some of our pressing needs.

We thank the various departments within the town who have given us the needed co-operation during the past year, and especially the voters who have supported our efforts.

Respectfully submitted,

WILLIAM J. PHILLIPS
GLADYS K. MASON
CHARLES W. PAPPAS
EDWARD W. FLANNERY

REPORT OF THE SEALER OF WEIGHTS AND MEASURES

Honorable Board of Selectmen
Town Hall
Acton, Massachusetts

Gentlemen:

I herewith submit my report as Sealer of Weights and Measures for the year 1963:

Total number of devices inspected and sealed, 206. Sealing fees collected, \$156.40.

Respectfully submitted,

GEORGE K. HAYWARD

Sealer of Weights and Measures

REPORT OF THE STREET LIGHT COMMITTEE

To The Honorable Board of Selectmen:

We herewith submit our report for the year 1963.

On December 31, 1963 there were 444 Street Lights in the Town as against 364 when this committee was formed in 1960.

Throughout the year, new lights have been installed in needed locations and in some cases, existing lights have been replaced by higher lumen lamps to provide added safety.

We subscribe to the policy adopted with the formation of the committee that new street lights will be installed only at street intersections, dangerous curves and locations designated hazardous by the Fire Chief, Police Chief or this committee.

Our suggested budget for 1964 includes a 3% increase of the 1963 street light bill. This 3% figure should not be exceeded unless it is necessary to provide lighting in a new mercantile or industrial development.

We extend to the Board of Selectmen our sincere appreciation for their cooperation during the year 1963.

Respectfully submitted,

JOSEPH F. BUSHELL

BYRD D. GOSS

LESLIE F. PARKE

REPORT OF THE SUPERINTENDENT OF STREETS

To The Honorable Board of Selectmen:

I hereby submit a report of the activities of the Highway Department of the Town of Acton for the year 1963.

CHAPTER 90 CONSTRUCTION

The final phase of the construction on Main Street was completed with a course of Type I hot top and berms. The slopes were graded, loamed, and seeded, and a sidewalk was constructed from Kelley Road to Massachusetts Avenue. The banking at Coughlins was renewed with many tons of field stone and old curbing.

CHAPTER 90 MAINTENANCE

Hot top and treated stone were placed on a portion of North Main Street. Hot top and oil seal were applied on portions of Pope Road and School Street. These roads were scraped, patched, and swept before the final work was completed.

CHAPTER 81

The following streets were scraped, patched, and swept before being resurfaced with asphalt and sand:

Cherokee Road	Minuteman Road *
Lilac Court	Brook Street
Railroad Street	Kinsley Road
Mohawk Drive	Sioux Street
Seneca Road	Arlington Street (Part) *-
Seminole Road	Homestead Street
Quaboag Road	Birch Ridge Road (Part) **
Oneida Road	Cherry Ridge Road **
Algonquin Road	Juniper Ridge Road **
Huron Road	Woodbury Lane *
Agawam Road	Strawberry Hill Road (Part) *

- * Indicates streets which were mixed in place.
- ** Indicates streets which were mixed in place, then oiled and sanded.

Hammond Street, Forest Road, and portions of Minot and Robbins Streets were graveled and graded.

DRAINAGE

The drainage problem is an endless one. With the great increase in building, water that previously went its own way into the fields and meadows now finds its way into catch basins. Our largest drainage project this past year was the second phase on Central Street and Church Street. In 1964 we hope to finish this project and to include Pearl Street. Well over 650 catch basins and drop inlets were cleaned during the course of the summer.

BETTERMENTS

North, South, and Cross Streets were reconstructed under the provisions of the Betterments Act. This included the installation of a drainage system in addition to the resurfacing.

SIGNS AND LINES

Speed limit signs were placed on Newtown Road. This year one and two hour parking signs were installed in West Acton, and "No parking on this side" signs were placed on Spruce Street. In addition, many signs were repaired and repainted. Approximately twelve miles of center lines were repainted. The Lions Club donated the green paint for the crosswalks throughout the town.

ARTICLES

A new municipal parking lot was constructed by the Highway Department in the rear of the West Acton Fire Station. The Department also prepared the site for the new tennis court.

DISPOSAL AREA

The Town Disposal Area under the supervision of Arthur Conquest has operated very successfully. During the year a new roadway was bulldozed to the base of the area, allowing more room to excavate gravel. Since November the area has been closed on Sundays, and this has proved satisfactory.

CARE OF GROUNDS

The Town Commons and playgrounds were maintained, and the roadsides were all cut.

EQUIPMENT

Equipment added to the Highway Department during the year included a Gallion Roller, a Baughman sand spreader, a Frink snow plow, and a cement mixer. All pieces of equipment have proven satisfactory.

This brings us to the question of the annual Highway Department budget and its share in the overall picture of the Town's budget. In 1952 the Highway Department spent a total of \$61,752 (8.7% of Town budget) for all its maintenance work with a crew of five men. The Town's population was about 3,600 with 51.70 miles of road.

Ten years later, the Highway Department spent \$99,815, representing only 4.6% of the Town budget. The Town's population had grown to 8,000 with 73.15 miles of road. The Highway budget in these ten years has decreased in comparison to the town budget, the population, and the road mileage. Even though recent roads were built to good standards, we cannot afford to neglect their continued maintenance just as we must improve existing old roads in order to make them safer for the heavier traffic that has resulted.

Thus, it is inevitable that the Highway Department will need more equipment in the near future including a new truck, a street sweeper, a compressor, and a backhoe which could be used not only in the summer but also for snow removal operations.

It now appears that much of the land now occupied by the Highway Department is going to be used for the new addition to the Library. Buildings will have to be taken down or moved so that there will be room for Library parking and landscaping. It may be necessary to relocate the Highway Department in a new area should the additional Library facilities require too much of the present Highway Department land.

In closing, I wish to express my appreciation for the patience and cooperation from the Board of Selectmen and the entire Highway Department personnel. In addition, my thanks to the Fire Chief, the South and West Water District, the Engineering Department, and members of the Police Department.

Respectfully submitted,

ALLEN NELSON

Superintendent of Streets

REPORT OF THE TOWN FOREST COMMITTEE

To The Honorable Board of Selectmen:

We herewith submit our report for the year 1963. Clearing of underbrush and fallen trees from the fire lanes in both Town Forest areas was done this year. In addition, an area surrounding a water hole in the Durkee lot was cleared of dead trees and underbrush to facilitate fire control.

Boy Scout groups are now using both Town Forest areas for camping and other woodcraft activities.

Mr. William Kazokas has graciously offered the town the use of a strip of his land for a right of way from Arlington Street to the Durkee lot.

Respectfully submitted,

EMERY NELSON
ARNO H. PERKINS
FRANKLIN H. CHARTER

Town Forest Committee

REPORT OF THE TREE WARDEN

To The Honorable Board of Selectmen:

I herewith submit my report of the year 1963. Our tree planting program was started in April this year. Over 50 trees were planted at this time, with the remainder of our planting done in October. Most of these trees were planted on private property due to better growing conditions there.

Dead wood and low hanging branches on trees along several streets were removed this year. A number of weak and diseased trees were removed. In addition to these the department removed several trees on recommendation of the Safety Officer.

Stumps were ground down below the street level where they extended onto the traveled way.

Respectfully submitted,

FRANKLIN H. CHARTER

Tree Warden

REPORT OF THE VETERANS' AGENT

To The Honorable Board of Selectmen
Town Hall
Acton, Massachusetts

This department has again had an extremely busy year aiding Veterans and their dependents with hospitalization and pensions.

Our case load has dropped from the same period last year, but applications have been on the increase with the majority being settled in other cities and towns throughout the Commonwealth.

The Pension Law for Veterans' widows was changed in 1960 and I am sure that there are widows within the town who are not aware of this. They

may be eligible for more benefits than they are now receiving, or there may be widows who are not receiving any Veterans' Widow pension that are eligible. If there are any questions pertaining to this subject or any other Veterans' problems please contact me at the Town Hall Tuesday evenings from 7:30 P.M. to 9:00 P.M.

My gratitude to the Board of Health, Police and other departments, who have given so kindly their time and knowledge in assisting this department with various investigations.

Respectfully submitted,

IAN M. MOTT
Veterans' Agent
Director of Veterans' Services

REPORT OF THE BOARD OF PUBLIC WELFARE

To The Honorable Board of Selectmen:

Submitted herewith is the report of the Board of Public Welfare for the year 1963:

OLD AGE ASSISTANCE

We have aided 42 cases under this category.

MEDICAL ASSISTANCE FOR THE AGED

This has been a very active category with both sustained aid throughout the year or temporary assistance during hospitalizations. Altogether 42 persons have received some form of medical aid.

AID TO FAMILIES OF DEPENDENT CHILDREN

10 families with a total of 24 children have been assisted.

DISABILITY ASSISTANCE

6 persons have had assistance.

GENERAL RELIEF

This category has been used a great deal both for temporary cash aid, help with medical bills and occasional food orders.

The following is a detailed analysis of the expenditure for the year 1963 and the estimated expenditures for 1964:

OLD AGE ASSISTANCE:

Amount paid to Acton residents:	\$40,083.35	
Amount paid to Acton cases elsewhere:	639.05	\$40,722.40
Federal share	\$23,014.00	
State share	13,661.56	
Receipts from other towns	587.96	37,263.52
Net cost to Acton:		\$ 3,458.88

MEDICAL ASSISTANCE FOR THE AGED:

Amount paid to Acton residents:		\$25,037.56
Federal share	\$12,064.83	
State share	<u>8,698.22</u>	<u>20,763.05</u>
Net cost to Acton		\$ 4,274.51

AID TO FAMILIES OF DEPENDENT CHILDREN:

Amount paid to Acton families:		\$11,894.70
Federal share	\$ 6,020.50	
State share	<u>3,991.57</u>	<u>10,012.07</u>
Net cost to Acton		\$ 1,882.63

DISABILITY ASSISTANCE:

Amount paid to Acton residents:		\$11,685.80
Federal share	\$ 2,325.00	
State share	<u>6,144.15</u>	<u>8,469.15</u>
Net cost to Acton		\$ 3,216.65

GENERAL RELIEF:

Amount paid to Acton residents:		\$ 2,182.98
Estimated recovery from other towns:		<u>467.80</u>
Net Cost to Acton		\$ 1,715.18

Recovery from Lien under OLD AGE ASSISTANCE	\$ 585.75
Acton share of NASHOBA DISTRICT ADMINISTRATION	\$ 1,800.00

ESTIMATED EXPENDITURE FOR 1964

Public Assistance	\$45,000.00
ACTON share of Nashoba District	1,500.00
Board Members' Salaries	100.00

Respectfully submitted,
RAYMOND A. GALLANT
LOSSIE E. LAIRD
CLINTON S. CURTIS

REPORT OF THE WORKMEN'S COMPENSATION AGENT

To The Honorable Board of Selectmen:

For the year ending December 31, 1963 there were six accidents reported from the following departments:

Acton School Department	3
Highway Department	3

All of these required medical attention and all have been settled satisfactorily.

Respectfully submitted,
THERON A. LOWDEN
Compensation Agent

SECTION E

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REPORT OF THE TOWN ACCOUNTANT

To The Honorable Board of Selectmen:

The reports that are submitted with this letter represent a summary of the disbursements authorized during the year, and a Balance Sheet of the Town on December 31, 1963.

The 1964 amortization for the bonded indebtedness of the Town, and Acton's share of the Regional School District bond amortization are:

South Acton Fire House	\$ 12,000.00
Julia McCarthy Elementary School	15,000.00
Julia McCarthy School Addition	15,000.00
Florence Merriam Elementary School	45,000.00
Regional School District	42,370.00
	<u>\$129,370.00</u>

The accounts of the Treasurer, Collector and Manager of the School Cafeteria have been verified and I have reviewed the various trust funds in the custody of the Treasurer and Trustees.

Respectfully submitted,

DONALD O. NYLANDER

Town Accountant

STATE AUDITOR'S REPORT

To The Honorable Board of Selectmen
Mr. Charles D. MacPherson, Chairman
Acton, Massachusetts

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the town of Acton for the fiscal year 1962, made in accordance with Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Director of Accounts.

Very truly yours,

ARTHUR H. MacKINNON

Director of Accounts

AHM:gbs

Mr. Arthur H. MacKinnon
Director of Accounts
Department of Corporations and Taxation
Boston, Massachusetts

Sir:

In accordance with your instructions, I have made an audit of the books and accounts of the town of Acton for the fiscal year 1962, and submit the following report thereon:

The financial transactions, as recorded on the books of the several departments receiving or disbursing money for the town or committing bills for collection, were examined and checked with the records of the town treasurer and the town accountant.

The books of the town accountant were examined and checked in detail. The receipts, as recorded, were checked with the available departmental records and with the treasurer's books, while the payments were compared with the treasurer's cash book and with the selectmen's warrants. The appropriations and transfers, as entered, were checked with the town clerk's record of town meeting votes and with the finance committee's records of transfers authorized from the reserve fund.

An analysis was made of the ledger accounts, a trial balance was taken off, and a balance sheet, which is appended to this report, was prepared showing the financial condition of the town on December 31, 1962.

The books and accounts of the town treasurer were examined and checked. The cash book additions were verified, and the recorded receipts were compared with the town accountant's books, with the records of the several departments collecting money for the town, and with other sources from which money is paid into the town treasury. The recorded payments were checked with the selectmen's warrants authorizing the treasurer to disburse town funds and with the accountant's records.

The cash balance on February 12, 1963 was proved by reconciliation of the bank balances with statements furnished by the banks of deposit.

The payments on account of maturing debt and interest were verified by comparison with the amounts falling due and were checked with the cancelled bonds and coupons on file. The outstanding coupons were listed and reconciled with the amount on deposit for their payment, as shown by a statement furnished by the depository.

The savings bank books and securities representing the investment of the several trust and investment funds in the custody of the town treasurer and the trustees of the Charlotte L. Goodnow Fund were examined and listed. The income was proved, the transfers to the town were verified, and all transactions and balances were checked with the records of the town treasurer and town accountant.

The records of payroll deductions on account of Federal and State taxes, the county and teachers' retirement systems, Blue Cross and Blue Shield, and group insurance were examined and checked, and the payments to the proper agencies were verified, while the balances, as shown on the employees' records, were listed and reconciled with the accountant's ledger accounts.

The records of tax titles and tax possessions held by the town were examined. The reported redemptions were checked with the treasurer's cash

book, and the tax titles and tax possessions on hand were listed, reconciled with the accountant's ledger, and checked with the records at the Registry of Deeds.

The books and accounts of the tax collector were examined and checked. The taxes, excise, and assessments outstanding at the time of the previous examination, together with all subsequent commitment lists, were audited and compared with the warrants issued for their collection. The collections, as recorded, were compared with the payments to the treasurer, the recorded abatements were proved with the assessors' records of abatements granted, and the outstanding accounts were listed and reconciled with the respective controlling accounts in the accountant's ledger.

The records of departmental accounts receivable were examined. The payments to the treasurer were verified, and the outstanding accounts were listed and reconciled with the accountant's ledger accounts.

Further verification of the outstanding tax, excise, and departmental accounts was made by mailing notices to a number of persons whose names appeared on the books as owing money to the town, the replies received thereto indicating that the accounts, as listed, are correct.

The assessors' records of apportioned street betterment assessments were examined. The amounts added to the tax levy of 1962 and the payments in advance were verified, and the apportionments due in future years were listed and reconciled with the respective accounts in the town accountant's ledger.

The financial records of the town clerk were examined and checked. The recorded receipts on account of dog, sporting and town licenses, as well as from miscellaneous permits and charges, were checked, and the payments to the treasurer and to the Division of Fisheries and Game were verified. The cash balance on February 12, 1963 was proved by actual count of the cash in the office.

The surety bonds filed by the several town officials for the faithful performance of their duties were examined and found to be in proper form.

The available records of departmental cash collections by the board of selectmen and the sealer of weights and measures, as well as by the police, fire, health, school, library, and cemetery departments, and by all other departments in which money was collected for the town, were examined and checked. The recorded collections were compared with the payments to the treasurer, and the cash on hand in the several departments, including petty cash advances, was proved by actual count.

There are appended to this report, in addition to the balance sheet, tables showing reconciliations of the treasurer's and town clerk's cash, summaries of the tax, excise, assessment, tax title, tax possession, and departmental accounts, as well as schedules showing the condition and transactions of the several trust and investment funds.

During the progress of the audit cooperation was received from the several town officials, for which, on behalf of my assistants and for myself, I wish to express appreciation.

Respectfully submitted,

WILLIAM SCHWARTZ

Assistant Director of Accounts

BALANCE SHEET
December 31, 1962
GENERAL ACCOUNTS
ASSETS

Cash:

General		\$417,705.20
Advances for Petty:		
School General	\$ 20.00	
School Lunch Program	<u>50.00</u>	
		70.00

Accounts Receivable:

Taxes:

Levy of 1958:			
Personal Property	\$ 312.00		
Real Estate	19.50		
Levy of 1959:			
Personal Property	300.00		
Real Estate	63.75		
Levy of 1960:			
Poll	2.00		
Personal Property	380.00		
Real Estate	2,223.00		
Levy of 1961:			
Poll	38.00		
Personal Property	380.00		
Real Estate	10,468.16		
Levy of 1962:			
Poll	220.00		
Personal Property	5,292.28		
Real Estate	<u>39,390.09</u>		59,088.78

Motor Vehicle and Trailer Excise:

Levy of 1960	\$ 1,056.33	
Levy of 1961	2,674.88	
Levy of 1962	<u>37,059.34</u>	40,790.55

Tax Title and Possessions:

Tax Titles	\$ 466.22	
Possessions	<u>367.73</u>	833.95

Departmental:

Fire	\$ 356.25	
Planning Board	50.00	
Highway	891.64	
General Relief	48.50	
Aid to Dependent Children	778.47	
Old Age Assistance	313.25	
Veterans' Services	2,147.46	
School	271.61	
Cemetery	<u>411.50</u>	5,268.68

Aid to Highways:

State	\$19,525.41	
County	<u>3,002.49</u>	22,527.90
		<u>\$546,285.06</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Assessments Not Due:

Street.	\$ 2,685.86
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DEBT ACCOUNTS

Net Funded or Fixed Debt:

Inside Debt Limit:		
General	\$313,000.00	
Outside Debt Limit:		
General	<u>550,000.00</u>	<u>\$863,000.00</u>

TRUST AND INVESTMENT ACCOUNTS

Trust and Investment Funds:

Cash and Securities:		
In Custody of Treasurer	\$450,899.57	
In Custody of Trustees	<u>3,465.54</u>	<u>\$454,365.11</u>

LIABILITIES AND RESERVES

Payroll Deductions:

Payroll Taxes	\$ 601.00	
State Taxes	2,257.69	
County Retirement System	2,016.40	
Teachers' Retirement System	24.75	
Blue Cross and Blue Shield	537.08	
Group Insurance.	<u>67.63</u>	\$ 5,504.55

Guarantee Deposits:

Planning Board	136.50	
Board of Appeals	5.86	
Contract Bid	1,000.00	
Construction	<u>29.00</u>	1,171.36

Agency:

Dog Licenses Due County.	206.00
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Tailings:

Unclaimed Checks.	279.76
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Trust Fund Income:

Cemetery	1,968.61
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Premium on Loans:

School	60.00
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Federal Grants:

Disability Assistance:	
Administration	37.87
Assistance	4,806.97

Aid to Dependent Children:		
Administration	\$ 68.12	
Aid.	7,503.43	
Old Age Assistance:		
Administration	210.12	
Assistance.	26,269.69	
Medical Assistance for the Aged:		
Administration	39.95	
Assistance.	7,627.13	
School:		
Public Law #81-815.	819.68	
Public Law #81-874.	<u>22,325.05</u>	\$ 69,708.01
Revolving Fund:		
School Lunch		5,642.17
Appropriation Balances:		
Revenue:		
General.	\$66,420.04	
Non-Revenue:		
School Construction.	<u>15,041.56</u>	81,461.60
Overestimates 1962:		
State:		
Recreation Areas Assessment.	\$ 308.62	
County:		
Tax.	127.50	
Hospital Assessment	<u>1,259.25</u>	1,695.37
Sale of Cemetery Lots Fund		3,505.35
Receipts Reserved for Appropriation:		
Road Machinery		12,196.45
Reserve Fund - Overlay Surplus		23,448.06
Overlays Reserved for Abatements:		
Levy of 1958.	\$ 331.50	
Levy of 1959.	363.75	
Levy of 1960.	2,605.00	
Levy of 1961.	10,886.16	
Levy of 1962.	<u>8,853.75</u>	23,040.16
Revenue Reserved Until Collected:		
Motor Vehicle and Trailer Excise	\$40,790.55	
Tax Title and Possession	833.95	
Departmental	5,268.68	
Aid to Highway	<u>22,527.90</u>	69,421.08
Reserve for Petty Cash Advances		70.00
Surplus Revenue		<u>246,906.53</u>
		<u>\$546,285.06</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessment Revenue:

Due in 1963 to 1966, Inclusive	\$ 2,685.86
--	-------------

DEBT ACCOUNTS

Serial Loans:

Inside Debt Limit:		
School	\$265,000.00	
Municipal Building	48,000.00	313,000.00
Outside Debt Limit:		
School		550,000.00
		<u>\$863,000.00</u>

TRUST AND INVESTMENT ACCOUNTS

In Custody of Treasurer:

Welfare Funds:		
Betsey M. Ball		\$ 14,806.06
Elizabeth White		27,341.98
Georgia E. Whitney		14,264.90
Varnum Tuttle Memorial		11,058.29
School Funds:		
Charlotte Conant		4,520.94
Georgia E. Whitney Memorial		16,587.43
Library Fund:		
Wilde Memorial		33,112.72
Acton Firemen's Relief Fund		10,946.14
West Acton Firemen's Relief Fund		1,091.51
Cemetery Funds:		
Perpetual Care		108,595.79
Holt and Scott		671.80
J. Roland Wetherbee		13,013.97
Georgia E. Whitney		1,872.05
Luke Blanchard		2,541.87
Frank C. Hayward		1,502.53
Susan Noyes Hosmer		99,011.48
Henry L. Raymond Monument		1,124.29
Henry L. Raymond Care		2,501.47
Dr. Robert I. Davis		1,106.68
Frank R. Knowlton		1,153.73
George T. Ames		499.09
Mrs. Harry O'Neil		403.85
Sarah A. Watson		2,799.83
Carrie F. Wells		3,348.07
A. B. Conant Family		1,076.66
Investment Fund:		
Stabilization		75,946.44
		<u>\$450,899.57</u>
In Custody of Trustees:		
Charlotte L. Goodnow Fund		3,465.54
		<u>\$454,365.11</u>

SUMMARY OF APPROPRIATIONS AND DISBURSEMENTS

January 1, 1963 to December 31, 1963

	Appropriated or Available	Disbursed or Transferred	Balance
GENERAL GOVERNMENT	\$	\$	\$
Moderator.	75.00		
	R 60.00	135.00	---
Finance Committee.	125.00		
	R 44.00	169.00	---
Selectmen:			
Salaries	1,560.00	1,560.00	---
Expense	3,000.00	2,683.15	316.85
Town Office:			
Clerical Pool - Wages	25,836.70	22,117.63	3,719.07
Town Counsel	1,250.00	800.00	450.00
Town Accountant:			
Salary	1,975.00	1,975.00	---
Expense	235.00	234.87	.13
Treasurer:			
Salary	3,240.00	3,240.00	---
Expense	965.00	842.19	122.81
Town Collector:			
Salary	2,715.00	2,715.00	---
Expense	1,516.00	1,509.22	6.78
Assessors:			
Salary	3,640.00	3,640.00	---
Expense	793.00	696.42	96.58
Town Clerk:			
Salary	2,075.00	2,075.00	---
Expense	500.00	191.01	308.99
Elections and Registrations:			
Salaries and Wages.	2,500.00		
	S 300.00	2,795.17	4.83
Expense	1,500.00		
	S 1,000.00	2,326.62	173.38
Planning Board:			
Expense	1,350.00	964.10	385.90
Guarantee Deposits.	B 136.50		
	C 199.55	128.25	207.80
Board of Appeals:			
Expense	25.00	---	25.00
Guarantee Deposits.	B 5.86		
	C 96.00	72.00	29.86
Archives Committee:			
Expense	75.00	18.50	56.50
Extra Legal Services	2,000.00	367.90	1,632.10
Industrial Development:			
Commission	150.00	27.14	122.86

	Appropriated or Available	Disbursed or Transferred	Balance
Engineering Department:			
Salaries and Wages	\$15,101.85	\$14,961.04	\$ 140.81
Expense.	2,025.00	1,494.22	530.78
Conservation Commission	200.00	25.00	175.00
Total General Government	\$76,269.46	\$67,763.43	\$ 8,506.03

BUILDINGS AND GROUNDS

Maintenance:			
Salaries and Wages	\$ 5,601.00		
	R 25.82	\$ 5,626.82	---
Expense.	6,785.00	6,643.46	\$ 141.54
Total Buildings and Grounds	\$12,411.82	\$12,270.28	\$ 141.54

PROTECTION OF PERSONS AND PROPERTY

Police:			
Salaries and Wages	\$58,896.00	\$57,067.13	\$ 1,828.87
Expense.	7,500.00	7,190.25	309.75
Article 8 - Cruisers	4,000.00	3,992.20	7.80
Fire:			
Salaries and Wages	20,763.00		
	R 700.00		
	S 5,500.00	\$26,888.52	\$ 74.48
Expense.	11,000.00		
	S 2,397.65	13,379.32	18.33
Article 14 - Full Time Firemen.	23,500.00	S 11,147.65	12,352.35
Fire Alarm System:			
Salaries and Wages	7,875.00	7,853.91	21.09
Expense.	2,910.00		
	S 3,250.00	6,148.73	11.27
Hydrant Rental	17,600.00	17,600.00	---
Article 11 - Water Extension to Dump	200.00	107.50	92.50
Sealer of Weights & Measures:			
Salary and Travel.	365.00	365.00	---
Expense	90.00	51 01	38.99
Moth Department:			
Wages	3,969.00	2,083.60	1,885.40
Expense	1,700.00	1,172.96	527.04
Town Forest Maintenance	100.00	92.40	7.60
Shade Tree Replacement	425.00	375.00	50.00
Tree Warden:			
Wages	3,330.00	1,973.84	1,356.16
Expense	1,520.00	1,302.05	217.95

	Appropriated or Available	Disbursed or Transferred	Balance
Wire Inspector:			
Salary and Travel	\$ 2,000.00	\$ 1,910.00	\$ 90.00
Expense.	25.00	---	25.00
Building Inspector:			
Salary and Travel	4,200.00		
R 1,721.01		5,921.01	---
Expense.	100.00	97.50	2.50
Dog Officer:			
Wages and Travel	520.00	520.00	---
Building Committee	50.00		
R 239.70		239.70	50.00
Civil Defense	360.00	336.34	23.66
Total Protection of Persons and Property	\$186,806.36	S 11,147.65 \$156,667.97	\$18,990.74

HEALTH AND SANITATION

Health:			
Salaries:			
Board.	\$ 275.00	\$ 275.00	\$ ---
Town Nurse.	5,158.00	5,043.22	114.78
Assistant Nurse	758.00	606.93	151.07
Agent & Assistant Agent. . .	3,500.00	3,500.00	---
Expense:			
Board.	1,500.00		
R 300.00		1,754.49	45.51
Town Nurse	1,210.00	1,210.00	---
Medical Supplies	400.00	365.69	34.31
Laboratory Fees.	600.00	600.00	---
Hospitals and Sanitoriums	1,000.00	84.00	916.00
Clinics	2,500.00	2,456.10	43.90
Garbage	12,650.00	12,650.00	---
Inspector of Animals:			
Salary.	150.00	150.00	---
Expense	30.00	13.05	16.95
Plumbing Inspectors	2,000.00	1,947.60	52.40
Mosquito Control	2,500.00	2,312.80	187.20
Total Health and Sanitation	\$34,531.00	\$32,968.88	\$ 1,562.12

HIGHWAYS

Village Highways	\$ 5,300.00		
S 1,721.19		\$ 6,985.97	\$ 35.22
Chapter 81 Highways.	17,425.00		
G 20,075.00		37,381.79	118.21

		Appropriated or Available	Disbursed or Transferred	Balance
Chapter 90 Highways - Maintenance	\$	2,000.00	\$	\$
	G	3,000.00	4,975.96	24.04
Snow Removal.		35,250.00		
	R	4,925.48	40,175.48	---
Traffic Signs & Lines.		3,280.00	3,280.00	---
Vacations & Holidays.		2,814.00		
	R	177.16	2,991.16	---
Highway Machinery:				
Maintenance.		7,000.00		
	R	2,250.00		
	S	500.00	9,628.09	121.91
Street Lighting.		15,750.00	14,981.18	768.82
Chapter 90 Highways - Construction	B	11,626.49		
		6,900.00		
	G	20,700.00	13,879.42	25,347.07
Sidewalk Maintenance.		800.00	248.96	551.04
Drainage.		13,355.00	13,355.00	---
Town Dump.		6,685.00	6,636.11	48.89
Total Highways		\$181,534.32	\$154,519.12	\$27,015.20
CHARITIES				
Welfare District:				
Administration.	\$	1,800.00	\$	\$
			1,800.00	---
Welfare Board				
Federal Funds.	B	210.12		
	G	308.17	275.00	243.29
Disability Assistance.	B	4,806.97		
	G	2,305.00	5,215.07	1,896.90
Old Age Assistance.	B	26,269.69		
	G	23,179.11	22,523.08	26,925.72
Aid to Dependent Children.	B	7,503.43		
	G	5,954.37	6,822.11	6,635.69
Medical Aid.	B	7,627.13		
	G	13,636.53	15,184.46	6,079.20
Public Assistance.		45,000.00	45,000.00	---
Total Charities		\$138,600.52	\$ 96,819.72	\$41,780.80
VETERANS' AID				
Veterans' Benefits:				
Aid.	\$	8,500.00	\$	\$
Agent's Salary.		1,635.00	1,635.00	---

	Appropriated or Available	Disbursed or Transferred	Balance
Agent's Expense.	\$ 275.00	\$ 256.87	\$ 18.13
Total Veterans' Aid	\$ 10,410.00	\$ 9,320.54	\$ 1,089.46
RECREATION			
Wages.	\$ 1,494.00	\$ 1,380.00	\$ 114.00
Expense	600.00	578.88	21.12
Water Safety Program	600.00	600.00	---
Article 35 - Snow Removal	25.00	25.00	---
Total Recreation	\$ 2,719.00	\$ 2,583.88	\$ 135.12
EDUCATION			
Instruction:			
Local	\$384,937.00	\$369,274.63	\$ 15,662.37
Regional	335,569.26	335,569.26	---
Plant Operation:			
Local	43,355.00	43,355.00	---
Regional	38,784.35	38,784.35	---
Transportation:			
Local	47,148.00	46,039.00	1,109.00
Regional	13,790.47	13,790.47	---
Non-Instructional Services:			
Local	4,900.00	4,124.49	775.51
Regional	12,607.48	12,607.48	---
General Control:			
Local	11,050.00	10,868.65	181.35
Regional	11,563.97	11,563.97	---
Capital Outlay:			
Local	1,553.00	1,511.58	41.42
Regional	1,349.36	1,349.36	---
Contingency Fund:			
Local	1,000.00	850.02	149.98
Regional	876.12	876.12	---
Other Regional:			
Athletic Fund	11,697.16	11,697.16	---
Blanchard Auditorium:			
Local	9,725.00	9,565.78	159.22
Regional	5,847.66	5,847.66	---
Cafeteria	B 5,642.17 C 63,374.85	60,500.84	8,516.18
Vocational Tuition and Transportation.	4,500.00	3,252.53	1,247.47

		Appropriated or Available	Disbursed or Transferred	Balance
School Maintenance				
Federal P L 815.	B\$	819.68	\$ ---	\$ 819.68
School Maintenance				
Federal P L 874.	B	22,325.05		
	G	19,997.00	20,885.25	21,436.80
McCarthy School Addition:				
Architect	A	132.50		
	B	3,543.50	A 2,058.93	1,617.07
Construction	B	15,041.56	2,538.00	
	A	1,926.43	S 14,000.00	429.99
1963 Elementary School.	B	15,000.00		
	S	14,000.00		
		16,000.00	19,733.66	25,266.34
Blanchard Auditorium:				
Bleachers		4,300.00	4,292.00	8.00
Painting Exterior		700.00	700.00	---
High School Library				
Fund	T	110.00	110.00	---
			A 2,058.93	
			S 14,000.00	
Total Education		\$1,123,166.57	\$1,029,687.26	\$77,420.38

LIBRARIES

Salaries and Wages.	\$	9,017.00	\$ 8,882.68	\$ 134.32
Expense		2,711.00	2,710.25	.75
Books.	B	207.40		
		5,310.00	5,313.15	204.25
Tainter Fund.	T	769.64	769.64	---
Citizen's Library -				
West Acton		1,000.00	999.86	.14
Operate, Repair and				
Maintain Citizen's Library . .	B	256.79	247.00	9.79
Total Libraries	\$	19,271.83	\$ 18,922.58	\$ 349.25

CEMETERIES

Salaries and Wages	\$	17,613.00	\$ 17,209.33	\$ 403.67
Expense		3,000.00	2,969.30	30.70
Funds:				
Perpetual Care	B	504.75		
	T	1,500.00	1,024.07	980.68
Hosmer.	B	982.82		
	T	1,500.00	1,323.31	1,159.51
Blanchard.	B	40.90		
	T	25.00	18.60	47.30

		Appropriated or Available	Disbursed or Transferred	Balance
Wetherbee	B\$ 50.43	\$		
	T 100.00		91.58	\$ 58.85
Raymond	B 73.01			
	T 50.00		39.93	83.08
Whitney	B 51.26		24.20	27.06
Knowlton	B 44.46			
	T 50.00		18.23	76.33
Davis.	B 54.65		13.05	41.60
Watson	B 31.81			
	T 50.00		29.20	52.61
Wells.	B 40.05			
	T 25.00		20.30	44.75
Conant.	B 17.35			
	T 25.00		11.50	30.85
Ames.	B 19.71			
	T 25.00		6.40	38.31
Hoit and Scott	B 35.51			
	T 25.00		9.95	50.56
O'Neill.	B 21.80		3.20	18.60
Woodlawn Cemetery - Article 46, 1962.	B 2,000.00		800.00	1,200.00
Total Cemeteries	\$27,956.61	\$23,612.15		\$ 4,344.45

OTHER CLASSIFIED EXPENSES

Town Reports	\$ 2,700.00	\$ 2,389.92	\$ 310.08
Workmen's Compensation	4,000.00		
	R 392.99	4,392.99	---
Surety Bonds.	820.00	653.20	166.80
Group Insurance and Blue Cross - Blue Shield	7,200.00	6,797.80	402.20
Fire Insurance - Town Buildings . .	5,500.00	4,970.14	529.86
Boiler and Machinery Insurance. . .	650.00	634.52	15.48
Motor Vehicle Liability Insurance. .	3,200.00	2,851.00	349.00
Public Ceremonies and Celebrations	1,000.00	943.36	56.64
Miscellaneous.	500.00	475.32	24.68
Total Other Classified Expenses	\$25,962.99	\$24,108.25	\$ 1,854.74

PENSIONS

Pension Fund.	\$12,274.00	\$12,274.00	---
Pension Fund Expense.	682.01	682.01	---
Military Service Fund.	7.03	7.03	---
Total Pensions	\$12,963.04	\$12,963.04	---

	Appropriated or Available	Disbursed or Transferred	Balance
AMORTIZATION OF DEBT AND INTEREST REQUIREMENTS			
McCarthy Elementary School:			
Debt.	\$15,000.00	\$15,000.00	
Interest	2,800.00	2,800.00	
New Elementary School:			
Debt.	45,000.00	45,000.00	
Interest	22,140.00	22,140.00	
Regional School:			
Debt.	42,370.00	42,370.00	
Interest	35,672.50	35,672.50	
McCarthy School Addition:			
Debt.	15,000.00	15,000.00	
Interest	1,560.00	1,560.00	
South Fire House:			
Debt.	12,000.00	12,000.00	
Interest	1,200.00	1,200.00	
Anticipation of Revenue:			
Notes:			
Interest	600.00		
	R 747.55	1,344.52	\$ 3.03
Miscellaneous Interest	100.00	---	100.00
Total Amortization of Debt and Interest Requirements	\$194,190.05	\$194,087.02	\$ 103.03
SPECIAL ARTICLES			
Article 44, 1963 Compilation of By-Laws	\$ 2,500.00	\$ ---	\$ 2,500.00
Article 15, 1963 Personnel Board Study.	550.00	550 00	---
Article 28, 1963 Soils Report & Soils Map.	900.00	897.91	2.09
Article 53, 1962 Assessors Map	1,924.18	74.45	1,849.73
Article 29, 1963 Tennis Courts	9,100.00		
	R 380.32	9,480.32	---
Article 51, 1962 Gas Disposal Unit .	250.00	250.00	---
Article 50, 1962 Offices - Town Hall	B 4,015.00		
	R 2,350.00	6,365.00	---
Article 23, 1963 Office Furniture & Equipment	1,200.00	1,198.26	1.74
Article 49, 1963 Monument Lighting.	440.00	440.00	---
Article 3, 1963 Police Station - Land	5,000.00	4,900.00	100.00
Article 4, 1963 Police Station - Architect	3,000.00	---	3,000.00

	Appropriated or Available	Disbursed or Transferred	Balance
Article 58, 1962 Fire Alarm Extension - Martin Street.	\$ 4,400.00	\$ 4,381.80	\$ 18.20
Article 37, 1963 Emergency Generator - South Station.	1,950.00	---	1,950.00
Article 60, 1962 Hydrant - Pope Road.	1,000.00	---	1,000.00
Article 64, 1962 Protective Equipment - Auxiliary Fire Department.	435.00	---	435.00
Article 39, 1963 Fire Alarm Circuit Split and Extension.	4,935.00	---	4,935.00
Article 47, 1963 Parking Area West Station.	1,650.00	1,645.93	4.07
Article 15, 1960 Building Comm. South Station B	1,041.86	1,041.86	---
Article 4, 1963 Gas Inspector	500.00	---	500.00
Article 29, 1960 Town Dump Addition	1,000.00	---	1,000.00
Article 8, 1963 Arlington Street, etc., Constr. S	10,963.30	607.00	10,356.30
Article 26, Street Betterments	8,000.00	6,411.59	1,588.41
Article 40, 1963 Parker Street Intersection.	1,200.00	---	1,200.00
Article 45, 1963 Roller	3,000.00	2,850.00	150.00
Article 46, 1963 Snow Plow	850.00	850.00	---
Article 48, 1963 Cement Mixer	500.00	475.00	25.00
Article 61, 1963 Sidewalk Main Street	2,200.00	2,200.00	---
Article 4, 1962 Tank and Pump	250.00	250.00	---
Article 5, 1962 Sand Spreader.	1,800.00	1,755.18	44.82
Article 51, 1963 Parking Signs West.	365.00	329.89	35.11
Article 64, 1963 Speed Limit Signs High Street	310.00	---	310.00
Article 29, 1961 Martin Street Culvert.	2,500.00	---	2,500.00
Article 37, 1962 Sidewalk Main Street B	863.85	666.61	197.24
Article 65, 1963 Citizens' Library.	533.00	530.90	2.10
Article 63, 1963 Bodily Injury Liability Insurance	750.00	---	750.00
Article 31, 1963 Drinking Fountains.	500.00	415.98	84.02
Article 32, 1963 Restoration Base- ball Diamond	250.00	250.00	---

	Appropriated or Available	Disbursed or Transferred	Balance
Article 33, 1963 Goward Field	\$ 236.00	\$ 236.00	\$ ---
Article 34, 1963 Gardiner Field	2,835.00	2,835.00	---
Stabilization Fund.	92,500.00		
	R 300.00	92,800.00	---
Total Special Articles	\$179,227.51	\$144,688.68	\$ 34,538.83
		A 2,058.93	
		S 25,147.65	
Total of all Departmental Items	<u>\$2,226,021.08</u>	\$1,980,982.80	<u>\$217,831.70</u>

AGENCY AND TRUST

Agency:

State Audit of Municipal Accounts	\$ 1,290.03
State Parks and Reservations	3,630.01
Middlesex County Tax	20,843.81
Middlesex County Hospital Assessment.	5,324.91
Middlesex County Dog Licenses	2,236.25
Federal Withholding Taxes.	98,704.15
State Withholding Taxes	9,020.41
Massachusetts Hospital Service	6,292.02
Middlesex County Retirement Association.	12,856.84
Massachusetts Teachers' Retirement Fund	18,104.62
Acton Teachers' Insurance.	732.10
Acton Employee Life Insurance	726.60
Collector - Petty Cash	50.00

Trust:

Conservation.	13,539.70
Charity.	1,316.85
Cemeteries	5,950.00
Firemen's Relief Fund	289.00
Library	1,000.00
Trust Fund Income	13,961.78

Refunds:

Taxes.	12,137.45
Board of Health	30.00

	Disbursed or Transferred
Building Permits	\$ 43.50
Guarantee Deposits	1,000.00
Anticipation of Revenue Note	225,000.00
Bond Forfeiture - Acton Develop- ment Corporation.	<u>834.75</u>
Total Agency and Trust	<u>\$ 454,864.78</u>
Grand Total of all Cash Disbursements	<u><u>\$2,435,897.58</u></u>
Treasurer's Report - Paid	
Selectmen's Orders for 1963 . . .	\$2,436,844.47
Less - Checks Canceled	<u>946.89</u>
Net Payments, as above	<u><u>\$2,435,897.58</u></u>

KEY TO ALPHABETICAL DESIGNATIONS

- A - Audit adjustments
- B - Balance from previous year
- C - Cash receipts
- G - Grants from Federal, State and County funds
- R - Reserve Fund transfers
- S - Transfer authorized at Special Town Meetings
- T - Trust Fund transfers

BALANCE SHEET

December 31, 1963

ASSETS

Cash:

General Funds	\$394,044.32	
Petty Cash Funds	<u>120.00</u>	\$394,164.32

Accounts Receivable:

Taxes

Levy of 1958			
Personal Property		312.00	
Levy of 1959			
Personal Property		300.00	
Levy of 1960			
Personal Property		380.00	
Levy of 1961			
Real Estate \$	23.56		
Poll	6.00		
Personal Property	<u>342.00</u>	371.56	
Levy of 1962			
Real Estate	2,171.15		
Poll	24.00		
Personal Property	<u>123.00</u>	2,318.15	
Levy of 1963			
Real Estate	40,641.55		
Poll	112.00		
Personal Property	<u>4,577.45</u>	<u>45,331.00</u>	49,012.71
Motor Vehicle Excise:			
Levy of 1960		1,020.62	
Levy of 1961		1,345.78	
Levy of 1962		2,281.12	
Levy of 1963		<u>43,904.21</u>	48,551.73

Tax Titles	628.07	
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Tax Possessions	<u>367.73</u>	995.80
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Departmental:

Recreation	77.50	
Citizens' Library	11.00	
Planning Board	50.00	
School	166.61	
Veterans' Aid	3,859.71	
Old Age Assistance	447.72	
Aid to Dependent Children . .	1,476.67	
General Relief	362.77	
Cemetery	421.50	
Highway	<u>891.64</u>	7,765.12

Aid to Highways:

State	23,132.32	
County	<u>2,828.66</u>	25,960.98

Under-estimates - 1963 Assessments:

Middlesex County Tax	\$	100.00	
State Parks		<u>398.77</u>	\$ 499.47
			<u>\$526,950.13</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessments not Due	\$	<u>2,014.28</u>
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LOAN AUTHORIZED - NOT ISSUED

New Elementary School	\$800,000.00
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DEBT ACCOUNTS

Net Funded or Fixed Debt.	\$776,000.00
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TRUST ACCOUNTS

Trust Funds - Cash and Securities:

In custody of Town Treasurer . . .	\$576,140.88
In custody of Trustees	<u>3,465.44</u>

LIABILITIES AND RESERVES

Employees' Payroll Deductions:

Federal Taxes	\$	74.40	
State Taxes		2,301.89	
Massachusetts Hospital			
Medical Service		542.98	
Middlesex County			
Retirement System		1,084.71	
Group Life Insurance.		<u>68.16</u>	\$ 4,072.14

Guarantee Deposits:

Board of Appeals	24.00	
Planning Board.	<u>71.30</u>	95.30

Unclaimed Checks.	279.76
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Trust Fund Income Transfer Balances Unexpended:

Cemetery:

Perpetual Care	\$	980.68
Susan Noyes Hosmer		1,159.51
Luke Blanchard		47.30
J. Roland Wetherbee		58.85
Georgia Whitney.		27.06
Hoit and Scott		50.56
Henry S. Raymond		83.08
Frank Knowlton		76.33
Robert I. Davis		41.60
Sarah A. Watson		52.61

Carrie F. Wells	\$ 44.75	
George T. Ames	38.31	
Mrs. Harry O'Neil	18.60	
A. B. Conant.	30.85	
Library:		
Wilde Memorial	<u>204.25</u>	\$ 2,914.34
Federal Grants:		
Welfare Administration	243.29	
Old Age Assistance	26,925.72	
Medical Aid for Aged Persons	6,079.20	
Aid to Dependent Children.	6,635.69	
Disability Assistance.	1,896.90	
Public Law 815 - School.	819.68	
Public Law 874 - School.	<u>21,436.80</u>	64,037.28
Revolving Fund - School Department:		
Cafeteria.		8,516.18
Unexpended Appropriation Balances:		
Article 44 Compilation of Town By-laws.	2,500.00	
Article 39 (1958) Archives Committee.	1,000.00	
Article 6 (1960S) Conservation Commission.	200.00	
Article 3 (1963S) Police Station - Land.	100.00	
Article 4 (1963S) Police Station - Architect.	3,000.00	
Article 14 Permanent Firemen	12,352.35	
Article 37 Emergency Generator South Fire Station.	1,950.00	
Article 60 (1962) Hydrant - Pope Road	1,000.00	
Article 64 (1962) Protective Equipment - Aux. Fire Dept..	435.00	
Article 39 Fire Alarm Circuit Split and Extension	4,935.00	
Article 4 (1963S) Gas Inspector	500.00	
Article 29 (1960) Town Dump Addition.	1,000.00	
Chapter 90 Construction.	25,347.07	
Article 8 (1963S) Construction - Arlington, Parker Streets.	10,356.30	
Article 26 Betterments - North, South & Cross Sts.	1,588.41	
Article 40 (1962) Parker St. & Independence Road.	1,200.00	
Article 64 Speed Limit Signs - High Street.	310.00	
Article 29 (1961) Culvert & Bridge - Martin Street.	2,500.00	
Julia McCarthy School Addition Construction.	429.99	
New Elementary School - Building Committee.	25,266.34	
Article 5 (1963S) Library Addition.	5,000.00	

Article 46 (1962) Woodlawn Cemetery.	\$ 1,200.00	
Article 23 (1955) Mount Hope Oiling	294.02	
Article 17 (1959) Mount Hope Clearing & Grading	2,000.00	
Article 31 (1960) Cemeteries Layout.	200.00	
Article 63 Public Liability - Town Buildings.	750.00	
Civil Defense (1957S) Gonset Rigs	625.00	
Civil Defense (1957S) Power Unit.	300.00	
Civil Defense Article 58 Gonset Rigs	475.00	\$106,814.48
Cemetery Land Fund		5,130.35
Road Machinery Fund		14,129.82
County Dog License Fees		105.25
Court Judgement.		2,500.00
Welfare Recoveries.		803.45
Bond Forfeiture		81.94
Revenue reserved until collected:		
Motor Vehicle and Trailer Excise.	48,551.73	
Tax Titles and Possessions.	995.80	
Departmental	7,765.12	
State and County Aid to Highways.	25,960.98	83,273.63
Overlays reserved for abatements:		
Levy of 1958.	312.00	
Levy of 1959.	300.00	
Levy of 1960.	380.00	
Levy of 1961.	371.56	
Levy of 1962.	2,318.15	
Levy of 1963.	7,148.07	10,829.77
Overlay Surplus - Reserve Fund . . .		27,078.48
Reserve for Petty Cash Funds.		70.00
Surplus Revenue		196,217.96
		<u>\$526,950.13</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessment Revenue due 1964 to 1966, inclusive	\$ 2,014.28
---	-------------

LOAN AUTHORIZED - NOT ISSUED

New Elementary School	<u>\$800,000.00</u>
---------------------------------	---------------------

DEBT ACCOUNTS

Inside Debt Limit:

Elementary School -		
Florence A. Merriam	\$150,000.00	
Elementary School -		
Julia McCarthy	35,000.00	
Addition to Julia McCarthy		
School.	45,000.00	
South Fire Station.	<u>36,000.00</u>	\$266,000.00

Outside Debt Limit:

Elementary School -		
Florence A. Merriam	420,000.00	
Elementary School -		
Julia McCarthy.	90,000.00	510,000.00
		<u>\$776,000.00</u>

TRUST ACCOUNTS

In custody of Town Treasurer:

Charity Funds-

Elizabeth M. White	\$ 27,668.96
Georgia E. Whitney	14,320.99
Betsy M. Ball.	15,399.44
Varnum Tuttle Memorial . . .	11,502.35

Cemetery Funds -

Henry S. Raymond - Monument	1,169.63
Henry S. Raymond - Care	2,557.57
Hoit and Scott.	673.85
J. Roland Wetherbee	13,439.20
Perpetual Care.	116,468.27
Luke Blanchard	2,620.61
Frank C. Hayward.	1,562.96
Georgia E. Whitney	1,949.79
Susan Noyes Hosmer	101,532.07
Dr. Robert I. Davis	1,154.05
Frank R. Knowlton	1,153.18
George T. Ames	493.91
Mrs. Harry O'Neil	419.88
Sarah A. Watson.	2,862.90
Carrie F. Wells	3,456.73
A. B. Conant Family	1,094.88
Elbridge Jones Robbins	
and Descendants	1,000.00

Library and Educational Funds -

Acton High School.	4,590.00
Wilde Memorial	33,647.43
Georgia E. Whitney	17,253.51
Blanchard Foundation	1,000.00

Conservation Fund -

13,539.70

Firemen's Relief Funds -

Acton	11,654.22
West Acton	1,128.45

Stabilization Fund.

170,826.35

\$576,140.88

In custody of Trustees:

Charlotte Goodnow	\$ 3,465.54
-----------------------------	-------------

ASSESSORS REPORT - 1963

To The Honorable Board of Selectmen:

Taxes Assessed as follows:

Buildings exclusive of land	\$13,203,310.00
Land	1,391,150.00
Personal	<u>1,211,295.00</u>
TOTAL VALUATION	\$15,805,755.00
Valuation - January 1, 1962	<u>14,179,725.00</u>
Increase in Valuation	\$ 1,626,030.00

Rate of Taxation - \$83.00 per \$1,000

Real Estate	\$1,211,340.54
Personal Estate	100,537.52
Polls	<u>4,670.00</u>
TOTAL TAXES ASSESSED	\$ 1,316,548.06

Amount of Money Raised:

State Parks and Reservations	\$ 3,231.24
State Audit and Municipal Accounts	1,290.03
County Tax	20,743.11
Tuberculosis Hospital Grant	5,324.91
Town Grant	1,255,958.37
Overlay	<u>30,000.40</u>
	\$ 1,316,548.06

Motor Vehicle and Trailer Excise:

Number of Vehicles Assessed - 5620	
Commissioner's Value of Motor Vehicles and Trailers	\$4,070,000.00
Rate of Excise - \$66.00	
Total Excise	232,888.53
Added Excise of 1962	4,713.25
Number of Vehicles -	
Added Excise - 232	
Value of Vehicles - Added Excise	246,785.00
Recommitted Excise 1961 & 1962	364.46
Number of Vehicles (Recommitted Excise) 14	
Value of Vehicles (Recommitted Excise)	6,650.00

Respectfully submitted,

DEWEY E. BOATMAN

CARL FLINT

CARL R. GODFREY

Board of Assessors

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TOWN OFFICERS

MODERATOR

James Edward Kinsley

SELECTMEN

Charles D. MacPhersonTerm Expires 1964
Lawrence Donnelly.Term Expires 1965
Arthur W. Lee.Term Expires 1966

TOWN CLERK

Charles M. MacRae

TOWN TREASURER

Wm. Henry Soar

ASSESSORS

Carl C. Flint.Term Expires 1964
Dewey E. Boatman.Term Expires 1965
Carl R. Godfrey.Term Expires 1966

TOWN COLLECTOR

Wm. Henry Soar

TREE WARDEN

Franklin H. Charter

BOARD OF PUBLIC WELFARE

Raymond A. GallantTerm Expires 1964
Clinton S. CurtisTerm Expires 1965
Lossie E. Laird.Term Expires 1966

CEMETERY COMMISSIONERS

Howard F. JonesTerm Expires 1964
Harry E. HoltTerm Expires 1965
Harlan E. TuttleTerm Expires 1966

CONSTABLES

Edward J. Collins, Jr. T. Frederick S. Kennedy
Chauncey R. Fenton, Jr. David W. Scribner

TRUSTEES OF MEMORIAL LIBRARY

Roland R. MacLeanTerm Expires 1964
Louise M. GardinerTerm Expires 1965
Richard A. Bodge.Term Expires 1966

LOCAL AND REGIONAL SCHOOL COMMITTEES

Edwin RitcherTerm Expires 1964
Lloyd E. WilliamsonTerm Expires 1964
Parker Harrison, Jr.Term Expires 1965
James W MyersTerm Expires 1965
M. Virginia BiggyTerm Expires 1966
Albert W. KochTerm Expires 1966

BOARD OF HEALTH

*David L. Smith. Term Expires 1964
**Jay S. Grumbling
Robert C. Heustis Term Expires 1965
Martin J. Duggan Term Expires 1966
*Resigned
**Elected to replace *

PLANNING BOARD

William M. Veazey Term Expires 1964
*Donald E. Donnelly Term Expires 1965
x**Calvin M. Farnsworth
xxArthur P. Charbonneau
Charles Judd Farley Term Expires 1966
John H. Loring Term Expires 1967
David P. Tinker Term Expires 1968
*Resigned
**Elected to replace *

xResigned
xxElected to replace x

TRUSTEES OF ELIZABETH WHITE FUND

Helen P. Wood Term Expires 1964
Hazel P. Vose Term Expires 1965
Eleanor P. Wilson Term Expires 1966

TRUSTEES OF WEST ACTON FIREMEN'S RELIEF FUND

James P. Wilson Term Expires 1964
Arno H. Perkins Term Expires 1965
H. Stuart MacGregor Term Expires 1966

TRUSTEES OF ACTON FIREMEN'S RELIEF FUND

Herbert W. Merriam Term Expires 1964
Frederick T. Kennedy Term Expires 1965
Clarence A. Frost Term Expires 1966

TRUSTEES OF GOODNOW FUND

Thelma L. Boatman Term Expires 1964
James N. Gates Term Expires 1965
Clark C. McElvein Term Expires 1966

TRUSTEES OF

THE CITIZENS LIBRARY ASSOCIATION OF WEST ACTON

Barbara Nylander Term Expires 1964
James E. Kinsley Term Expires 1965
Percival W. Wood Term Expires 1966

APPOINTMENTS MADE BY SELECTMEN - 1963

EXECUTIVE CLERK

Virginia Milbery

FINANCE COMMITTEE

James R. Brown.	Term Expires 1964
Mary K. Hadley	Term Expires 1964
Porter G. Jenks	Term Expires 1965
Charles C. Grandy	Term Expires 1965
Samuel L. Davis.	Term Expires 1966
Joseph R. O'Neill.	Term Expires 1966

BOARD OF APPEALS

Hayward S. Houghton.	Term Expires 1964
Craig E. Lundberg	Term Expires 1965
William C. Sawyer	Term Expires 1966

ASSOCIATES

Harold F. Nordberg	Term Expires 1964
Herschel N. Hadley.	Term Expires 1966

SUPERINTENDENT OF STREETS

Allen H. Nelson

REGISTRARS OF VOTERS

Julia A. Barry.	Term Expires 1964
James B. Wilson	Term Expires 1965
Grace J. Cullinane	Term Expires 1966
Charles M. MacRae	Ex-Officio

TOWN ACCOUNTANT

Donald O. Nylander.	Term Expires 1965
-----------------------------	-------------------

CHIEF OF FIRE DEPARTMENT

(Permanent)

H. Stuart MacGregor

TOWN FOREST COMMITTEE

Arno H. Perkins.	Term Expires 1964
Emery D. Nelson	Term Expires 1965
Franklin H. Charter	Term Expires 1966

ELECTION OFFICERS

PRECINCT I

Warden -- Irene F. McLaughlin
Clerk -- Inga Frost
Inspectors -- Alice H. May, Margaret Schene
Deputy Warden -- John F. McLaughlin
Deputy Clerk -- Helen R. Edwards
Deputy Inspectors -- Adelaide G. Cornwall, Marion E. Stevens
Tellers -- Edna R. Custance, Paul C. Cornwall, Katherine M. Condon,
Frances Hirsch, Gladys Duston, Olga Andersen

PRECINCT II

Warden -- Margaret Larsen
Clerk -- Bertha Carr Tucker
Inspectors -- Martha I. Lowden, Sophia Walsh
Deputy Warden -- Ellen G. Beck
Deputy Clerk -- Phyllis M. Moyer
Deputy Inspectors -- Hazel P. Vose, Michael J. Walsh
Tellers -- Elsie T. Winslow, Nancy Nastasi, Clara Gunzelmann,
Mabel S. McKelvie, Margaret I. Cullinane, Irene Young

PRECINCT III

Warden -- Barbara J. McPhee
Clerk -- Phyllis K. Sprague
Inspectors -- Barbara Nylander, Martin J. Duggan
Deputy Warden -- Harry E. Holt
Deputy Clerk -- Stanley A. Nedza
Deputy Inspectors -- Elsie M. Godfrey, Genevieve L. Hatch
Tellers -- Minnie C. Veasie, Elizabeth H. Gray, Nancy E. Oelschlegel,
Mary H. Prentice, Esther Perry, Anna G. Mahar

INSPECTOR OF ANIMALS

Carl W. Flint

DOG OFFICER

Carl W. Flint

SEALER OF WEIGHTS AND MEASURES

George K. Hayward

RECREATION COMMISSION

Gladys K. Mason.Term Expires 1964
William J. PhillipsTerm Expires 1965
*Richard H. MurphyTerm Expires 1965
Charles W. PappasTerm Expires 1966
Edward W. FlanneryTerm Expires 1967
**Edith E. Wylie

*Resigned
**Appointed to replace *

FENCE VIEWERS

Laurence Hadley

Allan R. Murray

FIRE ALARM OPERATOR

Frederic W. Rimbach

FIELD DRIVERS

William C. Kazokas
William J. Durkin, Jr.

George Kemp
Norman L. Roche

SUPERINTENDENT OF MOTH WORK

Franklin H. Charter

BURIAL AGENT

Ian M. Mott

VETERANS' AGENT

Ian M. Mott

DIRECTOR OF VETERANS' SERVICES

Ian M. Mott

INSPECTOR OF WIRES

Leslie F. Parke

DEPUTY INSPECTOR OF WIRES

Lawrence I. Tucker

POLICE OFFICERS

*Edward J. Collins, Jr., Chief
*Chauncey R. Fenton, Jr., Sergeant
*David W. Scribner, Sergeant

*William J. Durkin, Jr.
*Norman L. Roche
*Robert A. Bartlett
*John V. Gregory
*Robert S. Rhodes
*Robert P. MacLeod
Franklin H. Charter

Ray L. Harris
William S. Kendall, Jr.
Richard N. Farrell
James P. Conheaney, Jr.
T. Frederick S. Kennedy
Allen H. Nelson
Carl W. Flint

* Civil Service

WORKMEN'S COMPENSATION AGENT

Theron A. Lowden

DIRECTOR OF CIVIL DEFENSE

John F. McLaughlin

DEPUTY DIRECTOR OF CIVIL DEFENSE
Robert F. Guba

PUBLIC WEIGHERS

William Braman	A. W. Davis
G. Howard Reed	Arthur P. Genetti
Charles Greenough	Alan C. Wagner
Harold Whitney	Paul M. Wagner, Jr.
Robert Greenough	

COUNSEL TO THE BOARD OF SELECTMEN
Richard S. McCabe

ASSOCIATE COUNSEL TO THE BOARD OF SELECTMEN
Philip A. Wilson

TOWN ENGINEER
Fred K. Hanack

ASSISTANT TOWN ENGINEER
Lewis L. Bowker, Jr.

BUILDING INSPECTOR	DEPUTY BUILDING INSPECTOR
Kenneth E. Jewell	H. Stuart MacGregor

ARCHIVES COMMITTEE

Warren F. Birch	Term Expires 1964
T. Frederick S. Kennedy	Term Expires 1965
Joyce C. Woodhead	Term Expires 1966

TOWN REPORT COMMITTEE

Louis C. Schwaab	Term Expires 1964
Anne H. Schwarzkopf	Term Expires 1965
Dorothy B. Stonecliffe	Term Expires 1966

PERSONNEL BOARD

Clyde J. Horne	Term Expires 1964
Warren L. Newell	Term Expires 1964
xPeter Gray	Term Expires 1965
*John T. Dargin	Term Expires 1965
William H. Kemp	Term Expires 1966
**Wilbur J. Tolman	

INDUSTRIAL DEVELOPMENT COMMISSION

Paul H. Lesure.	Term Expires 1964
Stephen E. Lord	Term Expires 1965
Allen M. Christofferson.	Term Expires 1966
Richard J. O'Neil	Term Expires 1967
Paul M. McPherson.	Term Expires 1967
Frederick H. Bubier	Term Expires 1968

TOWN BUILDING COMMITTEE

Warren W. Wheeler.	Term Expires 1964
Arnold H. Mercier.	Term Expires 1965
*Kenneth E Jewell.	Term Expires 1966
**Lloyd W. Priest	
*Edward L. Morrill	Term Expires 1967
**Joseph S. Cobb	
*Resigned	**Appointed to replace *

INSURANCE COMMITTEE

Thomas Motley, II	Theron A. Lowden
Raymond Gallant	Charles M. MacRae
David Tinker	

PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE

Raymond A. Shamel.	Term Expires 1964
Russell Hayward.	Term Expires 1964
Lowell H. Cram	Term Expires 1965
Clark C. McElvein	Term Expires 1965
*Richard P. Miller, Jr.	Term Expires 1966
**Carl A. Hedin	
Percival W. Wood.	Term Expires 1966
*Resigned	**Appointed to replace *

CONSERVATION COMMISSION

John A. Jefferies, Jr.	Term Expires 1964
Thomas E. Wetherbee	Term Expires 1964
William L. Kingman	Term Expires 1964
Robert J. Ellis	Term Expires 1965
James M. Shepard.	Term Expires 1965
David P. Tinker	Term Expires 1966
Alice H. May	Term Expires 1966

STREET LIGHTING COMMITTEE

Byrd D. Goss	Joseph F. Bushell
Leslie F. Parke	

TOWN EMPLOYEES INSURANCE ADVISORY COMMITTEE

David W. Scribner	Arno H. Perkins
Stewart Kennedy	Viola M. Foley
Carolyn Douglas	

COMMUNITY ADVISORY COUNCIL TO ASSIST
MASS. TRANSPORTATION COMMISSION

John W. Putnam	Allen G. Moody
----------------	----------------

REVISED JURY LIST — 1963

PRECINCT I

Andrew F. Boutin, 1 Green Wood Lane, Superintendent
Donald E. Bryant, 56 Alcott Street, Vice-President
Donald H. Kneeland, 2 Flagg Road, Salesman
Ralph C. Morse, 60 Great Road, Real Estate and Insurance Broker
Arthur J. Patterson, 265 Great Road, Tool Maker
Arthur E. Schenck, 6 Hosmer Street, Sales Manager
Hugh M. Wamboldt, 10 Esterbrook Road, Service Manager
Roscoe F. Wilkins, 22 Carlisle Road, Tool Maker
John H. Duston, 276 Pope Road, Farmer
George H. Hodgson, 72 Strawberry Hill Road, Laboratory Technician
Robert S. Sinnett, 22 Hosmer Street, Sales Manager
Theodore D. Weyn, 30 Forest Road, Lumberman
Edwin G. Ferrari, 13 Alcott Street, Mechanical Engineer
Carl A. Peterson, 4 Brabrook Road, Mechanical Engineer
Fletcher W. Burger, 107 Concord Road, Manager
John R. Vieira, Jr., 4 Flagg Road, Electronic Technician
Ralph F. Parsons, 361 Great Road, Optician
Glen M. Kidder, 486 Great Road, Research Chemist
David G. Robertson, 20 Henley Road, Electrical Engineer
John B. Milliken, 12 Hosmer Street, Purchasing Agent
Arthur C. Goodwin, 1 Iris Court, Retired
Elmer O. Kilpatrick, 1 Iris Court, Retired
Gardner Perry III, 431 Main Street, Meteorologist
William R. Horton, 514 Main Street, Junior Engineer
David W. Forrant, 97 Newtown Road, Electronic Engineer

PRECINCT II

Frank I. Averett, 95 Parker Street, Deliveryman
Alan F. Batstone, 50 Conant Street, Mechanical Designer
John B. Byers, 46 Main Street, Restaurant Owner
John T. Dargin, 56 Conant Street, Director Labor Relations
Robert H. Gerhardt, 14 Beverly Road, Engineer
David W. Hartwell, 13 Billings Street, Warehouse Manager
Charles T. Kirk, 13 Beverly Road, Electrical Engineer
James J. Mulvany, 75 Maple Street, Salesman
Harold E. Nickerson, 74 Liberty Street, Field Representative
Francis L. Brennan, 40 Piper Road, Machine Accounting Supervisor
Robert H. Darling, 197 Main Street, Salesman
Ralph F. Littlefield, 140 High Street, Meat Cutter
Frederick E. Lloyd, 169 Main Street, Designer
Alfred Parlee, 1 Pinewood Road, General Radio
Thomas E. Wetherbee, 44 Prospect Street, Laundryman
George B. Williams, Jr., 11 Laurel Court, Control Airlines
William P. Cutler, 23 Brucewood Road, General Electric Supervisor
Arthur Donaldson, 5 Billings Street, Mechanic
Donald F. Fullonton, 74 Main Street, Exp. Machinist
Roland R. MacLean, 46 Central Street, Prod. Eng.
Arnold M. McCalmont, 7 Beverly Road, Science Admin.
Philip H. McKinstry, 17 Billings Street, Tool Eng.
Thomas C. Searle, 249 Parker Street, Mechanical Engineer
H. Bradford Sturtevant, III, 12 Laurel Court, Asst. Treasurer
George C. Rolfe, 106 Main Street, Insurance Agent

PRECINCT III

Harvey M. Brown, 7 Betsy Ross Lane, Linotype Machinist
Russell E. Dow, 1 Seneca Road, Lumber Salesman
George E. Neagle, 66 Summer Street, Draftsman
William J. Phillips, 20 Homestead Street, Shipping Clerk
Loren B. Prentice, 446 Massachusetts Avenue, Engineering Aide
Edward A. Shaw, 37 Windsor Avenue, Salesman
Warren A. Silva, 113 Central Street, Laboratory Technician
James D. Sutherland, 24 Nash Road, Head Cashier
William M. Veazey, 4 Agawam Road, Civil Engineer
Arthur S. Andrews, 242 Central Street, Body Man
Richard M. Brine, 136 Central Street, Parts Man
Edward W. Flannery, 544 Massachusetts Avenue, Foreman
Dudley F. Howe, 11 Mohawk Drive, Insurance
Norman L. Perkins, 133 Arlington Street, Bulldozer Operator
Marvin L. Tolf, 32 Agawam Road, T.I.C.
Peter R. Whitcomb, 144 Hayward Road, Carpenter
William J. Deane, 84 Seminole Road, Fire Inspector
Harrison D. Foote, 387 Central Street, Salesman
Alfred R. Hermes, 292 Central Street, Credit Reporter
Jonathan H. Kirkpatrick, 4 Townsend Road, Purchasing Agent
Stephen G. Peterson, 39 Spruce Street, Electronics
Frank Primiano, 5 Haynes Court, Machinist
Allen M. Rodday, 204 Central Street, Sales Engineer
John W. Thomas, Jr., 33 Agawam Road, Laboratory Technician
Donald R. Thompson, 372 Arlington Street, Airplane Mechanic

FEDERAL AND STATE OFFICIALS



President of the United States

Lyndon B. Johnson

United States Senators

Leverett Saltonstall

Edward M. Kennedy

Representative in Congress

Philip J. Philbin – Third Congressional District

Officials of the Commonwealth

Governor Endicott Peabody

Lieutenant Governor Francis X. Bellotti

Secretary Kevin H. White

Treasurer John T. Driscoll

Auditor Thomas J. Buckley

Attorney General Edward W. Brooke

Governor's Council – Third District

John W. Costello, Jamaica Plain, Mass.

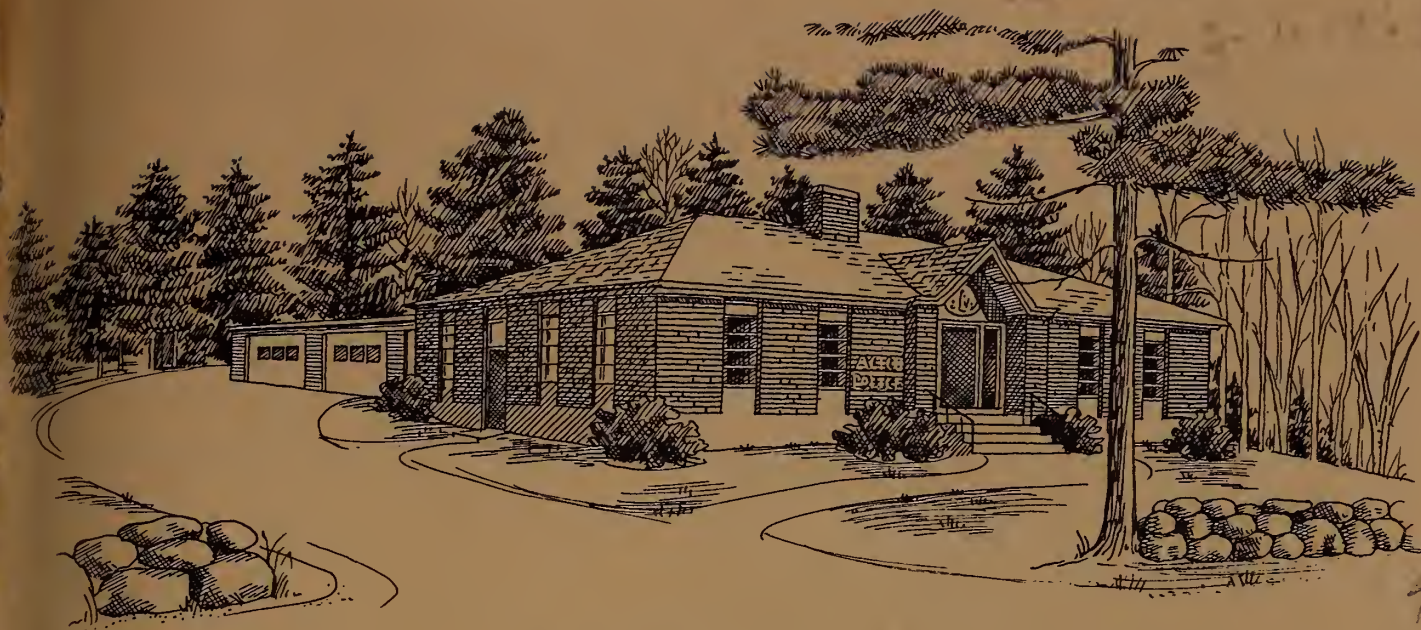
Senator – Worcester Middlesex District

Charles W. Olson, Ashland, Mass.

Representative in the General Court – Eleventh Middlesex District

Vernon R. Fletcher, Chelmsford, Mass.

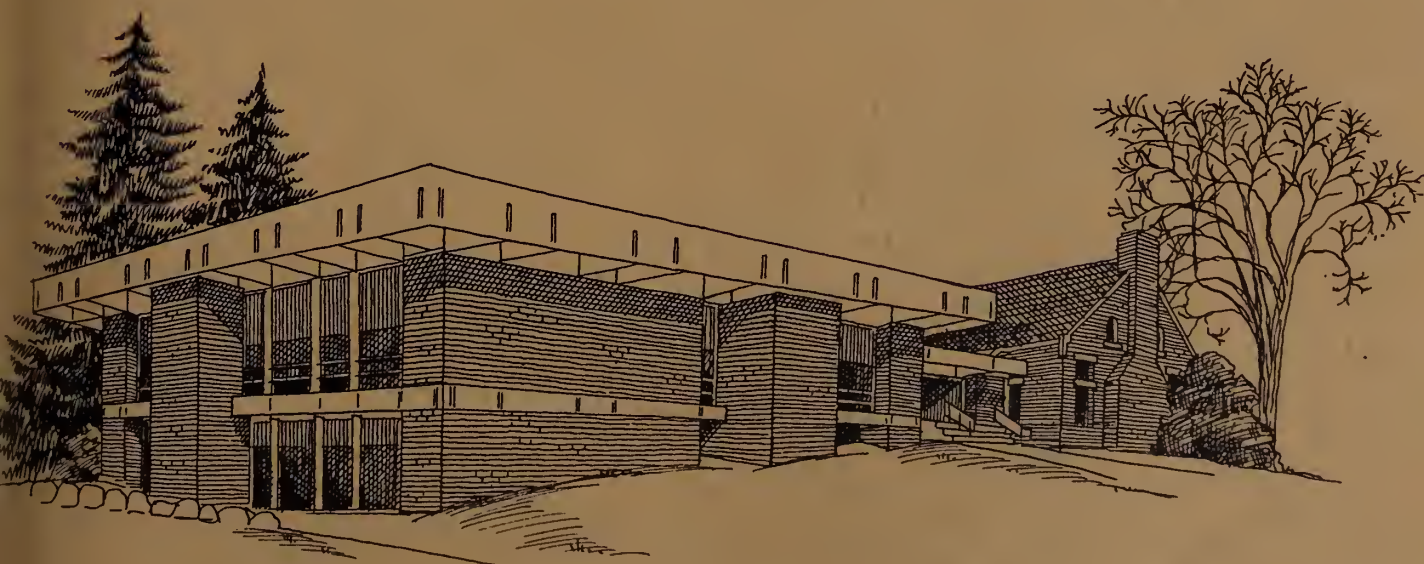




ANNUAL REPORT

TOWN *of* ACTON

1964



ACTON BUILDS...

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ANNUAL REPORTS



TOWN OF ACTON MASSACHUSETTS

FOR ITS
TWO HUNDRED AND TWENTY-NINTH
MUNICIPAL YEAR



FOR THE YEAR ENDING DECEMBER THIRTY-FIRST

1964

Cover and Sketches

by

Joanne Noyes



OFFSET PRINTED BY
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BOSTON, MASSACHUSETTS, U.S.A.

DEDICATION



Arthur W. Lee served the Town of Acton for twenty-nine years--four of them as a member of the Finance Committee and sixteen of them as a Selectman. His record of devoted and unselfish service to his fellow townspeople stands as a tribute to this fine gentleman and as an inspiration to Acton's public officials of the present and the future.

Arthur Lee was not one to seek the limelight and bask in the glory of his office. He was a man who said no ill of anyone and always acted in the best interests of the community as a whole. If he were for something, he would fight for it in his own unassuming way and, if he opposed something, he would oppose it in the manner of a gentleman, firmly and forthrightly.

To the memory of The Honorable Selectman, Arthur W. Lee, this Town Report is dedicated.

IN MEMORIAM



Charles Judd Farley

Charles Judd Farley devoted a lifetime to public service. He was a member of the American Field Service for 48 years, served with it in France during World War I, and helped establish its Foreign Student program in Acton. He served the Commonwealth of Massachusetts for 19 years and at the time of his retirement in 1961 was Assistant Executive Director of the Division of Development, Department of Commerce. He was chairman of Acton's first zoning committee and served on the Planning Board from 1956 until the time of his passing.

Charles Judd Farley was a gentle quiet man. The contribution he made to his country, his state and his town will live on--as will his memory in the hearts of all who knew him.

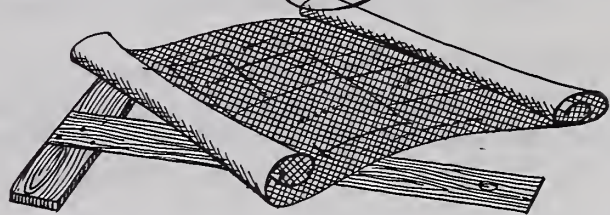
Alfred W. Davis was born in Acton and lived here during the eighty-eight years of his life, serving the town in many capacities. He was a Selectman from 1921 to 1924 and was a member of the Finance Committee for fifteen years. He also served as Superintendent of Streets, Police Officer, Fire Engineer and Overseer of the Poor.

The Acton of today is quite different from what it was during Alfred Davis' years of service--but it pays humble tribute to the memory of a public-spirited man whose dedicated efforts helped make the Acton of today possible.



Alfred W. Davis

SECTION A



Acton builds...
and
Selectmen's
Report

ACTON BUILDS . . .

Pictured on the cover of this report are three buildings -- the new police station, the addition to the Acton Memorial Library, and the new elementary school. The police station is now almost completed. Construction of the library addition and the school will begin this spring.

Each of these buildings began as the dream of the committees and departments whose job it is to plan for the needs of our growing community. As these dreams become realities, new facilities will be added to the Town of Acton which will benefit all who live here.

The school children will enjoy smaller classes when the new elementary school is completed and twenty more classrooms are available to relieve the present crowded conditions. The new school will also have a library, cafeteria and an administrative wing with a principal's office, teachers' room and health room. The building is being designed by The Architects Collaborative of Cambridge.

Acton's bookworms of all ages will delight in the two-story addition to the library which will soon be built. Architect Joseph Schiffer of Concord has designed a building which is expected to meet the library needs of the town for the next twenty years.

The lower level will have a children's room opening onto a patio, also an archives room and a work area. On the main floor will be a reading room with a reference area, a workroom, librarian's office and a combination stack and study area--an innovation suggested by the library consultant. The study tables will be located throughout the open stack area, rather than being grouped together in one place.

The addition will connect with the older building through the present children's room. This room will become a wide corridor where the periodicals will be displayed. A new entrance to both buildings will open from the Town Hall side of the corridor between them.

With the completion of the new police station, Acton will have adequate and spacious quarters for the law enforcement branch of its government. A general office and file room, chief's office, ward room, darkroom, storage areas, a cell area (with three cells), a women's detention area, and a juvenile detention room will be located on the main floor.

The partial basement under the police station will house a rifle range and boiler room. An attached garage will hold four cruisers. The building was designed by the Boston firm of Shannon and Underwood.

The school, the police station, and the library addition are the latest in a series of town buildings whose design and construction have been under the supervision of a permanent Building Committee, appointed by the Selectmen.

The town voted to establish the Committee in 1956. Since that time whenever a new town building is needed, the group involved spells out to the Building Committee what it will need in the way of facilities in the new building. Once the land has been purchased and money appropriated for preliminary plans, the Building Committee hires an architect and supervises work on the plans.

Then the townspeople are asked to appropriate the money to construct

the building. If the money is appropriated, the architect goes on to make working drawings. These are checked and approved by the Building Committee and by the group that is going to make use of the structure. Then the Building Committee advertises for sub-contractor and general contractor bids.

If an acceptable low bid comes within the amount appropriated by the town, construction may begin. If not, the Building Committee and the architect must get together to make cost-cutting changes in the plans, then put them out for bid a second time in the hope that the new low bid will be low enough. If this bid is not low enough or if contingencies come up during construction which make the structure more costly, the Building Committee must go back to the town for more money.

When construction begins, the architect supervises the day by day progress of the project. The Building Committee augments this, making frequent inspections of its own. If the job is a large one, the Committee hires a full-time Inspector, sometimes known as a Clerk-of-the-Works.

After the building has been completed and has been accepted by the town organization involved, the Building Committee's work is finished--at least on that particular structure.

The Building Committee has four regular members who meet at least once a month (and usually a good deal more often) at the South Acton Fire Station. At present Arnold Mercier is Chairman, and the other members are Lloyd Priest, Joseph S. Cobb and Frank Arms.

Whenever the Committee is carrying out a project, its membership is increased by a representative from the town department or committee for whom the building is being built. This representative serves only in connection with the building which concerns him.

The three men presently serving with the Building Committee in this capacity are Edwin Richter, representing the School Committee; Chief Edward Collins representing the Police Department; and Marvin Tolf, representing the Library Trustees.

Since 1956 when the permanent Building Committee was established, the West and South Acton fire stations, the Florence Merriam School and the addition to the Julia McCarthy School have been completed. Also the regional high school and a fifteen-room addition to it have been built (under the supervision of the Acton-Boxborough Regional School Committee, rather than the Building Committee).

With all these new buildings going up, what has happened to Acton's tax rate? From 1956 to 1964 it increased by \$14--a very modest increase considering the fact that the tax rates of some nearby towns increased by almost double this amount during the same period. The contribution of industry and business to Acton's tax base, plus careful and farsighted planning by town boards and committees are what kept the increase relatively small.

Acton has built and continues to build for the future. This Town Report pays tribute to the Building Committee for its efforts to see that the town gets the most for every building dollar.

SELECTMEN'S REPORT

To the Citizens of the Town of Acton:

During the calendar year 1964, the Board of Selectmen held forty-eight regular meetings and thirty special meetings. At its first meeting after the Annual Town Meeting, the Board organized as follows: Arthur W. Lee, Chairman; Lawrence Donnelly, Vice-Chairman; and Warren F. Birch, Clerk. A Special Town Election was held on September 21, to fill the vacancy created by the sudden death of Chairman Arthur W. Lee on July 11, 1964. John H. Loring having been elected to the Board, it re-organized as follows: Lawrence Donnelly, Chairman; Warren F. Birch, Vice-Chairman; and John H. Loring, Clerk.

Due to the resignation of both the Town Engineer and the Assistant Town Engineer to accept other employment, it became necessary to reconstitute the Town Engineering Department. The Board was fortunate to obtain the services of John J. Dowd to fill the position of Town Engineer. The post of Assistant Town Engineer was determined superfluous to the efficient management of the department and has been left vacant. The Board established instead, the position of Engineering Assistant and it is anticipated that the department will be adequately staffed in this fashion for some time to come.

Certain of the Highway Department projects have been considerably delayed during this past year due to the legislative revision of the statute dealing with eminent domain. As a result, the widening of Parker Street will not be started until after the Annual Meeting. In addition, after considering the abandonment of the Arlington Street land for school purposes as well as the estimated expense of widening the layout of Arlington Street and in the light of the revised eminent domain statute the Board voted to request the County Commissioners to rescind their action in connection with additional takings along Arlington Street in the best interests of the town.

The Board has established a purchasing procedure concerning property to be bought by departments under its supervision whereby any expenditure exceeding the amount of one hundred dollars is reviewed by the Board for its authorization prior to being purchased. This enables the Board to more closely inspect those larger expenditures which do not require public bidding and it is hopeful that beneficial effects from this procedure will be realized.

Seven full-time firefighters were appointed during the first week of April after mental and physical examinations and upon recommendation of the Fire Chief pursuant to the action of the Town Meeting. Due to the resignation of Frederic W. Rimbach as the Fire Alarm Operator who has conducted his duties at his home for many years, it became necessary to appoint three temporary part-time operators to operate the alarm at Fire Headquarters, commencing in November.

The needed space requirements of the Police Department are expected to be solved with the completion of the new police station early in 1965 located at #365 Main Street.

Each year we are mindful of the excellent cooperation of the many citizens who serve our town in the various elective and appointive capacities and, who, in their individual and collective efforts contribute substantially to the effectiveness of our Town Management. It is when their help becomes unavailable that we seem to most feel their absence.

This is especially true when we think of Arthur W. Lee, who served Acton for 4 years on the finance committee and for over 16 years as a member of this Board of Selectmen before his death this year; Donald O. Nylander, who has served as Acton's Town Accountant for almost 14 years until compelled by medical reasons to resign effective April 1, 1965, and Ian M. Mott, who has served as Director of Veterans Affairs, Veteran's Agent and Veteran's Burial Agent for 8 years until his recent relocation to the Town of Chatham.

We believe it is fitting to note in our report the services of: Arthur W. Lee, Donald O. Nylander, Ian M. Mott, and Frederic W. Rimbach, and to express to them and their families the heartfelt gratitude of the Town for their years of effort in our common behalf. To the Town Employees and members of Town Boards, Committees and Commissions we extend sincere thanks and congratulations for their staunch and diligent performance in behalf of the Town during the past year.

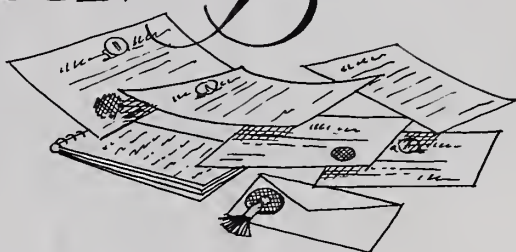
Respectfully submitted,

LAWRENCE DONNELLY
WARREN F. BIRCH
JOHN H. LORING

Board of Selectmen

* * * *

SECTION B



Town Clerk's Report

REPORT OF TOWN CLERK

Births recorded.....	213
Marriages recorded.....	66
Deaths recorded.....	72

IMPORTANT REQUEST

Please notify the Town Clerk immediately of any error or omission in the following list of Births.

Errors not reported at once can be corrected only by sworn affidavit, as prescribed by the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

BIRTHS REGISTERED IN 1964

Date	Place	Name of Child	Name of Parents
Jan. 1	Concord	Priest, Sally Ann	Lloyd W. and Phyllis M. Durand
Jan. 6	Concord	Newcombe, Steven Charles	Donald A. and Judith Tarr
Jan. 7	Concord	Bergstrom, Karen Elizabeth	Stewart G. and Judith A. Lester
Jan. 7	Concord	Conroy, Augustine Edward III	Augustine E. II and Barbara L. Hackbarth
Jan. 8	Boston	Gadzinski, John	Chester and Priscilla R. Gilman
Jan. 10	Concord	Lanoué, Marc William	Joseph E. and Marcelline T. West
Jan. 15	Concord	Voelker, Carol Ann	John L. and Rose M. Saner
Jan. 20	Ayer	Doherty, Mary Rosamond	Francis W. and Maureen E. Collins
Jan. 22	Concord	Codyer, Andrew Alan	Thomas F. and Gladys G. Hartlen
Jan. 22	Concord	Mills, Deborah La Verne	Murray D. and Bonnie M. Thomson
Jan. 23	Concord	Lattuca, Joan Marie	Rosario L. and Ann M. Galvin
Jan. 24	Concord	Amato, Elizabeth Ann	Richard A. and Cynthia A. Perry
Jan. 25	Concord	Sweeney, Robert Emmett	Robert E. and Marilyn A. Thomson
Jan. 26	Marlborough	Pruneau, Raymond Joseph	Arthur E. and Ann M. Keefe
Jan. 31	Concord	White, Jeffrey Allan	Raymond L. Jr., and Priscilla J. King
Feb. 1	Concord	Lennon, James Harris	John L. and Joan F. Booth
Feb. 2	Cambridge	Blodgett, Alan Munroe	Herbert M. and Ruth C. Simon
Feb. 2	Concord	Heald, James Arthur	Arthur F. and Betty F. Gillette

Feb. 2	Concord	Heald, John Robert	Arthur F. and Betty F. Gillette
Feb. 4	Worcester	Williams, Valerie Gail	Cecil G. and Selina Whenlock
Feb. 6	Cambridge	March, Matthew	Frederick G. and Ellin P. Barry
Feb. 9	Concord	Miller, Kristin Ann	Willie L. and Marion G. Derby
Feb. 11	Concord	Marcewicz, Scott Allen	Joseph A. and Marilyn E. Nealey
Feb. 14	Concord	Long, John Francis	Charles J. and Theresa C. Provost
Feb. 15	Concord	Eifrig, Jonathan Carl	Carl W. G. and Janice S. Collins
Feb. 15	Concord	Hamilton, Annette Marie	Paul C. and Joan M. Leff
Feb. 15	Concord	Nelson, Jeffrey	Eliot D. and Joan E. Christiansen
Feb. 16	Concord	Baran, John Edwin	Robert J. and Mary A. Gonzalez
Feb. 16	Concord	O'Dowd, John Pierce	Charles J. and Jean M. Doten
Feb. 17	Boston	Knoebel, Jane Margaret	Richard and Nancy Kennedy
Feb. 20	Concord	Lichtensteiger, Reto Andreas	Manfred A. and Silvia E. Zingg
Feb. 21	Concord	Baker, Stephen Michael	James W. Jr., and Anne M. Kazokas
Feb. 22	Concord	McQueen, Mary Elizabeth	Thomas H. and Maureen B. Cornellier
Feb. 24	Boston	Gerhardt, Wayne John	Robert H. and Jean C. Kresser
Feb. 24	Concord	Griffin, Donald Keith Jr.	Donald K. and Denise M. McGrath
Feb. 24	Concord	Hitchcock, Sherrie Lynn	David R. and Mary B. Liepshutz
Feb. 28	Concord	Panetta, John Edward	Albert R. and Thelma E. Deveau
Feb. 28	Concord	Vinal, Bruce Linwood Jr.	Bruce L. and Adele M. Poirier
Feb. 29	Concord	Olshansky, John	George and Vera Davidi
Mar. 1	Concord	Joyal, Richard Rene Joseph	Maurice W. and Pauline L. Gendron
Mar. 2	Concord	Woodbury, Amy Elizabeth	John L. and Carolyn L. Ireland
Mar. 4	Boston	D'Agostine, Jeffrey Dennis	Julian J. Jr. and Jane E. Turner
Mar. 7	Concord	Scribner, James Michael	Richard M. and Lorraine A. Burgoyne
Mar. 8	Concord	Gendron, Joseph Daniel Jr.	Joseph D. and Mary T. Tighe
Mar. 9	Concord	Schafer, Kenneth Joel	Bertram J. and Alice N. Lieberman
Mar. 12	Salem	Bush, Kristen Marie	John J. and Susanne A. Tetrault
Mar. 13	Arlington	Eisenman, Terry Lee	Richard L. and Carole A. Payne
Mar. 14	Concord	Riley, Maryann	John M. and Ann M. Charbonneau
Mar. 17	Boston	Donald, Amy Elizabeth	James and Mary E. May
Mar. 17	Concord	Flannery, Steven Michael	William G. and Marie H. Lambert
Mar. 20	Concord	Ridgeway, Mark Douglas	John A. and Helen M. Melnick
Mar. 22	Concord	Waye, Richard Alan	Stanley D. and Laura L. Waterbury
Mar. 23	Concord	Isenberg, Douglas James	James A. and Nancy J. Peel
Mar. 25	Lowell	Marshall, Kellie Ann	Edward F. and Bonnie MacLean

Date	Place	Name of Child	Name of Parents
Mar. 26	Concord	Butnam, Cheryl Jean	Francis J. and Marie A. Koning
Mar. 28	Boston	Martell, Paul Charles	John F. and Patricia A. Ledbury
Mar. 29	Concord	West, Christopher Allyn	Edwin A. Jr. and Joan Davis
Mar. 31	Concord	Reid, Stuart Ian	Robert W. and Betty-Ann Sabin
Apr. 2	Concord	L'Heureux, David Brian	Donald H. and Joseph K. Rowley
Apr. 6	Concord	Enright, Patricia Margaret	James E. and Jane F. Nugent
Apr. 9	Concord	Conn, Barden Kennet	Charles R. II and Kendra J. Long
Apr. 9	Acton	Dutter, Christine Marie	Harvey A. and Carol J. Travis
Apr. 11	Concord	Knight, Charyl Ann	Harold J. Jr. and Mary A. Ey
Apr. 12	Concord	Byrd, Robert Irwin	Lloyd E. Jr. and Dorothy G. Irwin
Apr. 12	Concord	Putnam, Heather Elizabeth Sheldon	Frank W. III and Jane S. Chevers
Apr. 15	Concord	Vietze, Alice Louise	George M. and Patricia L. Gould
Apr. 16	Concord	Newell, Michael Arthur	Donald A. and Paula D. Paquet
Apr. 17	Winchester	Caputo, Cathleen Ann	Brian R. and Ann E. Flaherty
Apr. 18	Concord	Kneeland, Jeffrey Christopher	Donald H. and Evelyn M. Nix
Apr. 19	Concord	Friery, David Kennedy	Clarence M. Jr. and Eleanor C. Zawacki
Apr. 22	Boston	McDonough, Barbara Jean	William H. and Mary E. Mahoney
Apr. 23	Concord	Hart, Jean Susan	Thomas M. and Janice E. House
Apr. 23	Boston	Kuja, Shane Lawrence	Lawrence R. and Sheila A. Tucker
Apr. 24	Concord	Bildzok, Donna Marie	Paul T. and Patricia A. Day
May 5	Concord	Connelly, Amy Catherine	Paul J. and Virginia M. Atkinson
May 9	Concord	Orio, Matthew Anthony	Carl D. and Claudette I. Arcand
May 10	Concord	Smith, Valerie Grace	Ira D. and Barbara M. Kelly
May 12	Concord	Lennon, Star Elizabeth	Donald J. J. and Lucy E. Griffiths
May 15	Framingham	Woodard, Bertram Elbert	Donald W. and Eugenia A. Lockhart
May 16	Concord	Carroll, Diane Alison	Joseph L. and Eleanor F. Burgess
May 16	Concord	Fanning, Kimberly Mae	Lester L. and Joan I. Wilson
May 23	Concord	Lagarenne, Nancy Carol	Walter R. and Barbara A. Woodbury
May 26	Boston	Harring, Linda	Cedric F. Jr. and Barbara Allen
May 26	Concord	O'Neil, Colleen Margaret	John M. and Catherine E. Duggan
May 28	Concord	Borresen, Andrea Cathe	Hugo A. and Lois V. Lazzarini
June 2	Concord	Quinn, Kevin Jon	Thomas D. and Mary A. Tervo
June 3	Concord	Bellamy, Mary Regina	John A. and Mary A. Martus

June	4	Concord	Gable, Steven John	John A. and Jean C. Flammer
June	5	Boston	Holmes, Kevin Michael	John L. Jr. and Joan C. McInnis
June	6	Concord	Piper, Kevin Dean	William R. III and Barbara R. Dean
June	8	Concord	Bortz, Tamara Jean	John E. and Elizabeth E. Davidson
June	8	Malden	Bryant, Timothy John	George S. and Joan M. Kramer
June	9	Concord	Geer, Kenneth Terrance	Robert B. and Marcia K. Rau
June	12	Concord	Horne, Robert Scot	Leonard C. and Brigitte Eberle
June	13	Concord	LaDuke, Michelle Jean	George C. and Dorothy A. Sigman
June	15	Concord	Lessard, Tod Basset	Joseph P. G. and Ann Basset
June	16	Concord	Cummings, Marsha Elaine	Robert O. and Helen S. Wallace
June	16	Concord	King, Paul Thomas	John J. and Barbara L. Wilson
June	17	Ayer	Eckstein, Elizabeth Anne	William L. and Patricia A. Perkins
June	19	Arlington	Oldenburg, Lee Frederick, Jr.	Lee F. and Barbara A. Maxwell
June	19	Boston	Meehan, Richard Francis	Francis X. and Anne M. Peterson
June	20	Concord	Garmon, Kenneth William	Stanley P. and Barbara J. Johnson
June	20	Concord	Smith, Martin Joseph	Donald L. and Lee B. Winkley
June	24	Concord	Hardin, Jennifer Susan	Howard P. and Jacquelyn O. Nash
June	25	Concord	Spann, Eleanor Marie	Adril C. and Phyllis M. Bissonnette
June	25	Concord	Szidat, Jean Leslie	Stanley and Phyllis L. Blackberg
June	26	Concord	Cullinane, Francis Robert	Edward F. and Elizabeth C. Cotter
June	27	Lowell	Sweeney, Nancy Francine	James W. and Frances B. Sullivan
June	29	Concord	Golden, John Charles	James J. and Jane N. Kaser
July	1	Concord	Pappas, Steven Theodore	Victor G. and Joan L. Finke
July	3	Concord	Simeone, Michael Paul	Carl and Ann C. Hinds
June	3	Concord	Walsh, Stephen Patrick	William P. and Phyllis F. Barrett
July	4	Lynn	Trocki, Suzanne Marie	Robert J. and Edwina C. Garabedian
July	7	Concord	Ludovico, Wendy Jane	Robert D. and Beverly G. Lyons
July	11	Ayer	Davis, Kenneth Ray III	Kenneth R., Jr. and Janet M. Boyd
July	11	Concord	Ricard, David Adam	Adam L., Jr. and Mary A. Lombardo
July	19	Boston	Leshick, Scott Joseph	Joseph J. and Margaret Farinick
July	21	Framingham	Beaudoin, Susan Beth	Philip E. and Rebecca M. Haynes
July	21	Concord	Finan, Marianne	David E. and Carol A. Charpentier
July	21	Concord	Joyce, Melissa Ann	John and Deanna M. Whedon
July	22	Concord	Kennedy, Karen Patricia	T. F. Stewart and Patricia G. McNulty
July	24	Concord	Bursaw, Steven Arthur	Richard P. and Phyllis N. Collins
July	24	Concord	Manchester, David Ellis	Otis G., Jr. and Joan W. Ellis
July	27	Concord	Crosby, Stephen Scott	John H. and Rosalie M. Kneeland

Date	Place	Name of Child	Name of Parents
July 31	Boston	Welch, Julie Grace	Paul and Mary Heanue
Aug. 2	Cambridge	Gilfeather, Michael Scott	Francis G. and Martha A. Andrus
Aug. 4	Concord	Fenton, Barbara Jean	Chauncey R., Jr. and Dorothy M. Hoffman
Aug. 4	Concord	Knapp, David Magnus	Morgan C., Jr. and Gene M. Magnus
Aug. 4	Concord	MacDonald, Gary Joseph	James C. and Louise J. Young
Aug. 6	Concord	Dull, Carol Lynn	William H., III and Beverly E. Leamy
Aug. 12	Boston	Harrington, Mary Elizabeth	Joseph R., Jr. and Alice M. O'Donoghue
Aug. 14	Concord	Bosselmann, Todd Jeffrey	Harold E. and Janet L. Rankin
Aug. 14	Concord	Champion, Angela Denise	Von E. and Dana S. Lindsley
Aug. 14	Concord	Uster, Michael James	Paul E. and Mary Slanovec
Aug. 16	Concord	Davis, Michelle Louise	Gerald L. and Beverly A. Marcoux
Aug. 16	Concord	Palmer, James Tucker	Samuel A. and Jean L. Woodson
Aug. 17	Concord	Conquest, Robert William	Joseph A. and Beverly A. Marston
Aug. 17	Concord	O'Neil, Barbara Smith	Richard J. and Mary J. Smith
Aug. 19	Concord	Thompson, Michael Ross	Francis J. and Marianne H. Johnson
Aug. 25	Concord	Harris, Eric Philip	Philip A. and Lorna M. Clark
Aug. 29	Concord	Jeffrey, Karen Jean	Peter A. and Marilyn L. Mawn
Aug. 29	Boston	Kadlec, Anne	Charles and Lesley Cole
Sept. 2	Concord	Rauch, Thomas Andrew	Conrad J. and Monica J. Urich
Sept. 5	Fitchburg	Wilson, Boyce David	David A. and Elizabeth C. MacPherson
Sept. 9	Concord	Troupe, Cheryl Ann	Robert L. and Gladys E. McCarthy
Sept. 10	Concord	Currier, Glynnis Jane	John F. and Eileen C. Duffy
Sept. 10	Concord	Sandock, Thomas Joseph	John A. and Suzanne E. Carson
Sept. 16	Concord	Odell, Winifred Kay	Thomas W. and Winifred M. Fitzpatrick
Sept. 16	Concord	Putnam, Stephen McIntire	Charles F. and Marilyn J. Beckwith
Sept. 17	Fitchburg	Williamson, Thomas Windsor	Robert J. and Joan C. Pearson
Sept. 18	Arlington	Brown, Lauren Beth	Walter C. and Margaret M. Anestis
Sept. 20	Concord	Ames, Deborah Ann	Burleigh W. and Janice M. Sullivan
Sept. 21	Concord	Bergquist, Lisa Marie	John R. and Alice E. Adler
Sept. 22	Somerville	Kramer, Kim Ann	William J. and Maxine E. Gogan
Sept. 23	Concord	Young, Pamela Julia	Robert and Jean L. Youngberg
Sept. 24	Concord	Edge, Catherine Louise	Thomas R. and Carol D. Coolidge
Sept. 27	Concord	Daubney, Tamara Ann	Thomas J. and Shirley A. Fingerlow

Sept.	27	Concord	Stalker, Robert Bruce, Jr.	Robert B. and Ruth Anderson
Sept.	29	Marlborough	Colleton, Russell Campbell	Larry R. and Phyllis A. Coolidge
Oct.	1	Concord	Kendall, Timothy Wayne	William S., Jr. and Joan F. Tucker
Oct.	3	Concord	Hebert, Thomas Paul	Paul L. and Margaret T. Sexton
Oct.	4	Concord	Moberly, Karen Lee	Verne E. and Judith A. Gates
Oct.	6	Concord	Anderson, Arthur Helmer, Jr.	Arthur H. and Winifred M. Caldwell
Oct.	6	Concord	Bjorke, Leif Olaf	Arnvid N. and Arlene J. Boyum
Oct.	7	Cambridge	Blatchford, Sandra Jeanne	Lynd T. and Jeanne A. Hormann
Oct.	7	Concord	Legnon, Michelle Suzanne	LeRoy J. and Gayle S. Porter
Oct.	8	Concord	Flerra, John Paul	Louis F. and Marcia C. Reed
Oct.	9	Brockton	Feeney, Patrick Darren	James H. and Mary L. O'Connell
Oct.	12	Concord	Beers, Terrance Joseph	Terrance L. and Theresa C. Hudson
Oct.	12	Concord	Fitzgerald, Margaret Rose	William A., Jr. and Margaret R. Crowley
Oct.	13	Concord	Conway, Daniel Emmett	Thomas H. and Nancy A. Newman
Oct.	13	Concord	Kimball, Sharon Lee	Donald R. and Maureen Ashline
Oct.	14	Concord	Lawrence, Jane Elizabeth	Albert J. and Patricia E. Reilly
Oct.	19	Concord	Bowen, Robert Clyde	William M. and Hattie J. Bracken
Oct.	20	Concord	McAllister, Leslie Anne	Robert N. and Helen Ingram
Oct.	20	Concord	Winnett, Diane Elizabeth	Roderick H. and Carol S. Young
Oct.	24	Concord	Lee, Kevin Douglas	Franklin and Rita Yen
Oct.	24	Concord	Winroth, James Stephen	Calvin S. and Mary L. Covington
Oct.	25	Concord	Hickey, Shawn Patrick	Raymond T. and Gisela D. Klein
Oct.	29	Concord	Cox, Michael Byron	Rodney B. and Linda L. Shank
Oct.	29	Concord	Nastasi, Susan Mary	Joseph A. and Nancy B. Turner
Oct.	30	Concord	Berg, Marcia Ann	Noel and Irene A. Assamoneo
Oct.	31	Concord	Ormsby, Gregory Gerard	Joseph F. A. and Shirley A. Christensn
Nov.	4	Concord	Nordstrom, Cynthia Sue	Gerald A. and Carol A. Moore
Nov.	6	Marlborough	Hill, Donna Marie	Raymond N. and Lona J. Patton
Nov.	7	Medford	Wilson, Thomas	Joseph T. and Elsie A. Zemoitel
Nov.	12	Concord	Gibbons, Brian Phillip	Patrick J. and Mary L. Jent
Nov.	12	Concord	Paquette, Robert Edward	George A. and Naomi L. Ashley
Nov.	13	Concord	Morris, Merebeth Constance	Lee R. and Constance M. Maker
Nov.	14	Concord	Fowler, Tracy Lynn	James W. and Shirley A. Armstrong
Nov.	16	Concord	Laird, Wendy Alden	Lindsay R. and Mary A. Nordquist
Nov.	16	Concord	Torppa, Robin Rae	Harold A. and Janice R. Teele

Date	Place	Name of Child	Name of Parents
Nov. 17	Concord	Longaker, Courtney Anne	Perry R. and Sylvia Olson
Nov. 21	Concord	Letourneau, Stephen Francis	Rudolph F. and Penelope J. Hunt
Nov. 22	Concord	Hickey, Kathleen Barbara	Kenneth S. and Barbara E. Schmitz
Nov. 24	Concord	Penniman, George Leonard	William E. and Shirley M. Osen
Nov. 26	Concord	Welsh, Elizabeth Glenn	William W. and Anne L. Harrell
Nov. 28	Marlborough	Goding, Shirley Theresa	Stephen A. and Diane M. Shea
Nov. 28	Concord	Chick, Davoren Ann	Richard W. and Kathleen K. McDonald
Nov. 29	Concord	Soar, Christine Marie	William H., Jr. and Loretta M. Weir
Dec. 7	Concord	Rothrock, Heide Bailey	James C. and Agnes H. Daley
Dec. 9	Concord	Cobleigh, Bonnie Ann	William L., Jr. and Ann T. Ignachuck
Dec. 9	Concord	Pappas, Gregory Arthur	John and Charlene M. Sack
Dec. 14	Concord	Henry, Elizabeth Ann	David L. and Carol E. Shepardson
Dec. 15	Concord	Crocker, Stuart Sears "	Thomas E. and Joan H. LeMay
Dec. 18	Concord	von Orgies-Rutenberg, Jurgen Paul Freiherr	Odert E. F. and Ebba M. Sommardahl
Dec. 19	Concord	Cook, Kerry Marie	Donald S. and Sandra A. Hickey
Dec. 19	Concord	Price, Alison Ann Whitelaw	Robert J. W. and Pauline A. P. Bevins
Dec. 25	Concord	McColgan, Mark Austin	Joseph T. and Paula-Marie Timmins
Dec. 25	Concord	Farrell, Richard Neylon, Jr.	Richard N. and Barbara A. Davis
Dec. 27	Concord	Collins, Carole Lyn	Craig R. and Muriel F. Schofield
Dec. 30	Concord	Knott, Michael Kevin	Roland B. and Marion G. Champion

* * * * *

NOTICE

All dog licenses here listed expire
March 31, 1965.

Dogs must be licensed on or be-
fore April 1st or the owners or
keepers thereof are liable to a
fine.

The law applies to all dogs three
months old or over, regardless of
time of year ownership is acquired.

No tax bills are sent to owners of
dogs.

REPORT OF DOG LICENSES
ISSUED IN 1964

749 Licenses	@ \$ 2.00	\$1,498.00
96 Licenses	@ 5.00	480.00
11 Licenses	@ 10.00	110.00
4 Licenses	@ 25.00	100.00
2 Licenses	@ 50.00	100.00
46 Duplicate Tags.	@ .25	11.50
1 Transfer License	@ .25	<u>.25</u>

Paid to Town Treasurer. \$2,299.75

RECORD OF TOWN ELECTION
HELD MARCH 2, 1964

	Pct. 1	Pct. 2	Pct. 3	Total
Whole number of votes cast.	519	544	783	1846
MODERATOR, one year				
James Edward Kinsley.	226	279	443	948
John W. Putnam.	260	213	285	758
Lawrence P. Wilder.	16	40	47	103
Blanks.	17	12	8	37
TOWN CLERK, one year				
Charles M. MacRae.	469	492	736	1697
Blanks.	50	52	47	149
SELECTMAN, three years				
Warren F. Birch.	279	386	425	1090
John H. Loring.	236	156	355	747
Blanks.	4	2	3	9
ASSESSOR, three years				
Carl C. Flint.	465	510	742	1717
Blanks.	54	34	41	129
BOARD OF PUBLIC WELFARE, three years				
Patience H. MacPherson.	458	424	657	1539
Blanks.	61	120	126	307
TREASURER and COLLECTOR, one year				
Wm. Henry Soar.	474	488	728	1690
Blanks.	45	56	55	156
SCHOOL COMMITTEE, three years				
Edwin Richter.	342	354	555	1251
Lloyd E. Williamson.	321	359	546	1226
Arthur P. Charbonneau.	216	191	307	714
Blanks.	159	184	158	501
SCHOOL COMMITTEE, one year				
Robert Evans, Jr.	172	183	229	584
Thomas E. Wetherbee.	317	334	511	1162
Blanks.	30	27	43	100
CONSTABLES, one year				
Edward J. Collins, Jr.	442	472	689	1603
Chauncey R. Fenton, Jr.	455	484	711	1650
T. Frederick S. Kennedy.	443	466	697	1606
David W. Scribner.	444	469	703	1616
Blanks.	292	285	332	909
CEMETERY COMMISSIONER, three years				
Howard F. Jones.	461	484	719	1664
Blanks.	58	60	64	182

BOARD OF HEALTH, three years

Jay S. Grumbling.	445	438	693	1576
Paul Nyquist.	0	17	0	17
Blanks.	74	89	90	253

TRUSTEE OF MEMORIAL LIBRARY, three years

Doris E. Peterson.	462	477	709	1648
Blanks.	57	67	74	198

PLANNING BOARD, five years

William M. Veazey.	448	447	700	1595
Blanks.	71	97	83	251

PLANNING BOARD, one year to fill vacancy

Leonard E. Rae.	351	338	498	1187
Marvyn E. Siegal.	104	137	228	469
Blanks.	64	69	57	190

TREE WARDEN, one year

Franklin H. Charter.	485	494	740	1719
Blanks.	34	50	43	127

RECORD OF SPECIAL ELECTION
HELD SEPTEMBER 21, 1964

	Pct. 1	Pct. 2	Pct. 3	Total
Whole number of votes cast.	398	354	726	1478
William C. Kazokas.	69	108	173	350
John H. Loring.	296	211	445	952
Robert E. Sweeney.	33	34	106	173
Blanks.	---	1	2	3

* * * *

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

January 20, 1964

Article 1

Voted unanimously: To approve the amount of debt (to wit: \$2,100,000.00) authorized by the Acton-Boxborough Regional District School Committee at a meeting held on December 23, 1963, for the purpose of constructing and equipping a regional junior high school building on land of the District in the Town of Acton.

Article 2

Voted unanimously: To authorize payment from the Stabilization Fund to the Acton-Boxborough Regional School District of a sum not exceeding \$95,000.00, for the purpose of paying the Town's proportional share of a contribution toward the cost of constructing a regional junior high school building, subject to the approval of the Emergency Finance Board.

Article 3

Voted: To raise and appropriate from available funds the sum of \$8,000.00, to complete a set of Assessors plans or Atlas of all real estate in the Town of Acton. Such plans being necessary to the proper valuation of property for tax purposes as well as a prerequisite to a total revaluation program.

Article 4

Voted unanimously: To raise and appropriate from available funds the sum of \$1,500.00, for rebuilding the engine in the grader.

Voted: To adjourn at 8:45 P.M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

* * * *

ABSTRACT OF THE PROCEEDINGS OF THE
ANNUAL TOWN MEETING

March 9, 1964

Article 4

Voted unanimously: To amend Section 7 of the Town By-Laws, entitled Personnel By-Law for Wage and Salary Determinations and Administration, by increasing by an approximate 5% the amended figures in Schedule A, Schedule B and Schedule C, to be effective April 1, 1964; a copy of the revised figures to be submitted by the Personnel Board to the Town Clerk at its earliest convenience.

Article 1

Chose: Helen P. Wood trustee of the Elizabeth White Fund for three years.

- Chose: James B. Wilson trustee of the West Acton Firemen's Relief Fund for three years.
- Chose: Lloyd W. Priest trustee of the Acton Firemen's Relief Fund for three years.
- Chose: Thelma L. Boatman trustee of the Goodnow Fund for three years.
- Chose: Barbara Nylander trustee of the Citizens Library Association of West Acton for three years.

Voted: That the Compensation of Elected officers of the Town of Acton for the calendar year 1964, adjusted for changes recommended by the Personnel Board, effective April 1, 1964, be as follows:

Moderator.	\$20.00 per each night per meeting
Board of Selectmen:	
Chairman.	\$ 550.00
Clerk.	550.00
Member.	550.00
Town Treasurer and Collector.	6,250.00
Town Clerk.	2,150.00
Board of Assessors:	
Chairman.	1,635.00
Clerk	1,090.00
Member	1,090.00
Board of Public Welfare:	
Chairman	150.00
Member	100.00
Member.	100.00
Board of Health:	
Chairman.	150.00
Member	100.00
Member	100.00

Voted: That the Board of Health may appoint one of its members as assistant agent and set his rate of pay in accordance with the provisions of the Personnel By-Law.

Tree Warden, at the rate of \$2.48 per hour from January 1, 1964 to March 31, 1964 and \$2.60 per hour from April 1, 1964 to December 31, 1964, plus \$.75 per hour for the use of his truck.

Article 2
Reports

Voted: To Accept the several reports of the Town Officers and Boards.

Article 3

No reports to be heard at this time.

Article 5

Voted unanimously: To amend the By-Laws of the Town of Acton, Section 5 Titled Fire Department by removing it in its entirety and replacing it with the following:

A. ORGANIZATION

There shall be a Fire Department of three (3) companies (one in each of three (3) precincts).

Each company shall consist of such call and/or regular officers and men, as may, from time to time, be deemed advisable, and as authorized by the Town.

The extent of such coverage shall be defined as required by Section 7 of the By-Laws of the Town of Acton titled "Personnel By-Law for Wage and Salary Determination and Administration."

B. APPOINTMENTS

1. PERMANENT

The Chief (Fire) shall be appointed by the Board of Selectmen.

Appointments to permanent membership shall be subject to the basic requirements and appointment procedure as contained in "Fire Department Appointment Procedures."

A. Age Factor

Applicants shall not be less than twenty-one (21) nor over Thirty-seven (37) years of age at the time of filing application.

In determining eligibility call men may deduct from their actual age one (1) year for each year of continuous service immediately prior to the date of application, such deductions not to exceed eight (8) years.

B. Physical Factor1. Examination

Applicants are required to pass a physical examination, and be certified, by a physician, as to physical fitness, to insure performance of the duties required in this class of work.

Examination will include coverage as indicated in "Fire Manual for the Instruction of Applicants" as issued by the Commonwealth of Massachusetts, Division of Civil Service.

2. Strength Test

Applicant will be subjected to tests of strength to determine ability to handle the physical aspects of this class of work.

Such tests will follow in basic essence the guide as outlined in "Requirements for Strength Test" as indicated in aforementioned "Fire Manual".

C. Residence

In order to effectively fulfill the requirements of Fire service, including twenty-four (24) hour call duty, it is recommended that positions should be filled by residents of Town of Acton.

At the discretion of a combined decision of the Fire Chief, Board of Selectmen, and Personnel Board, a nonresident may be permitted to apply and be accepted for service, if location of out of town residence permits the fulfilling of the requirements of the position.

Residents should, in all cases, be given preference.

D. Mental Factor

An applicant who satisfactorily meets the basic requirements, as indicated above, will be interviewed by the Fire Chief to determine mental aptitude and to be subject to random questions regarding basic knowledge of firefighting procedures.

The applicant will be instructed to secure and read the "Fire Manual" prior to such interview and that the random questioning be based on the contents of the manual.

The final screening of applicants shall be the responsibility of the Fire Chief, who, before proceeding with final selection will discuss such selection and basis for same with a joint meeting of the Board of Selectmen and a representative of the Personnel Board of final disposition.

E. Probation Period

A probation period of six (6) months will be in effect with an appraisal during that period as to the desirability of the candidate for permanent service.

F. Call Firefighter

All other qualifications being equal - call firefighters will receive preference.

G. Grandfather Clause

To be in effect for five (5) years from acceptance of this By-Law.

THOSE ELIGIBLE: All call firefighters in the employ of the Town of Acton with at least one year's service as of January 1, 1963.

WAIVERS:

(1) He may deduct up to thirteen (13) years of continuous call duty in lieu of age requirement to extend maximum age to fifty (50) years of age.

(2) If applicant is over thirty (30) years of age at time of application, strength test will be waived.

(3) Physical examination shall be the standard town employment examination.

(4) The Selectmen, Fire Chief and Personnel Board may grant additional waivers for the best interest of the Town.

2. CALL

Officers and members of the call segment of the department, as authorized, will be appointed annually subject to the basic requirements and appointment procedure as contained in the "Call By-Law".

A. Organization

Three Deputy Chiefs will be appointed annually by the Chief (with approval of Board of Selectmen). The call officers of each company shall consist of a Captain, two Lieutenants, Treasurer and Clerk, who shall be elected by each company at its annual meeting in May of each year. No Chief, Deputy Chief or permanent firefighter shall hold any call company office.

The Chief and Deputy Chiefs shall annually, in April, appoint the following call positions; Firefighters, Superintendent of Fire Alarm System, Assistant Superintendent of Fire Alarm System, Fire Department Physician and Function Custodian. Vacancies may be filled at any time. New company members may be nominated at any company meeting, and shall be appointed from the list of nominations submitted by the respective companies. Upon complaint to the Chief and Deputy Chiefs by any member thereof, the Chief and Deputy Chiefs shall act, and may, after giving seven (7) days notice to the member against whom such complaint is lodged, suspend or discharge said members.

Upon application for a hearing by any member aggrieved by such action of the Chief and Deputy Chiefs, the Chief and Deputy Chiefs shall arrange for, and conduct, such hearing. It shall be the duty of each Deputy Chief to hold at least one company practice each month during the months of May, June, July and August. The Chief and Deputy Chiefs may be empowered to choose one of their members as a Clerk.

B. Duties of the Chief

It shall be the duty of the Chief to call meetings of the and Deputy Chiefs, and all combined meetings of the Department. He shall hold a combined practice of all companies at least once each year.

C. Duties of the Call Captains and Lieutenants

The Captain shall conduct all company meetings and see that all voting and business is properly conducted; and it shall be his duty, so far as possible, to carry out the desires of his company, and create and maintain harmony therein. The Lieutenants shall assist the Captain and act for him in his absense.

D. Duties of the Call Company Treasurer and the Clerk

It shall be the duty of the Treasurer to have charge of all

company funds, pay all company bills, and keep a record of the same.

It shall be the duty of the Clerk to keep an accurate account of all company meetings and the business transacted thereat.

E. Qualifications for Membership

Any person of good character, over twenty-one years of age, who is an American citizen or who has filed his intention of becoming such, may be nominated for membership. The company shall judge an applicant for membership as to his qualifications as a firefighter, his occupation and his availability to attend fires and meetings. The company shall submit two or more names to the Chief and Deputy Chiefs for each vacancy to be filled.

F. Duties of Members

It shall be the duties of the members to answer all company alarms and to obey all orders of their officers while on duty. It shall be the duty of the members to attend all meetings and practices of their respective companies; and they shall attend at least eight (8) meetings each year. Upon the request of his Deputy Chief any member missing a fire, practice or meeting, or neglecting his duty, shall give an acceptable excuse therefor.

G. Meetings

Each company shall hold one regular meeting each month. Any company may make any rules for the use of its own company property.

C. DUTIES AND RESPONSIBILITIES OF PERSONNEL

All officers and members of the department will be subject to the duties, responsibilities and supervision as defined by Section 7 of the By-Laws of the Town of Acton entitled "Personnel By-Law for Wage and Salary Determination and Administration".

Article 6

Voted unanimously: To amend the By-Laws of the Town of Acton, Section 7 entitled "Personnel By-Law for the Wage and Salary Determination and Administration" by removing from Schedule C position number 2206 and its compensation rate, and inserting 2206F, variable, 1.48, 1.55, 1.63, 1.70, 1.78 and furthermore to amend Schedule CI by removing 2206 Custodian (Fire) (P. T.), and inserting 2206F Functions Custodian (P. T.), and further amend Schedule B by adding to Grade J6 the following position number:

*2205R	48	1.72	1.80	1.88	1.97	2.06
		82.56	86.40	90.24	94.56	98.88
		359.14	375.84	392.54	411.34	430.13
		4309.63	4510.08	4710.53	4936.03	5161.54

and amend Schedule B1, Protection of Persons and Property by adding Grade J6, position number 2205R titled Firefighter (Fire).

Article 7

Voted unanimously: To amend the By-Laws of the Town of Acton, pursuant to the provisions of Chapter 40, Section 21, (11), by inserting in Section 1 a new Article as follows:

Article 6. Disposal of personal property. That any Board or Officer in charge of a Department of the Town, may, with the approval of the Board of Selectmen, transfer to another Town Department or transfer by sale, any personal property of the town within the possession or control of the Department which has become obsolete or is not required for further use by the Department; provided, however, that this property, the aggregate value of which, in the opinion of the Board of Selectmen, exceeds \$1,000.00 shall be disposed of by public bid in a manner prescribed by said Board of Selectmen.

Article 8

Voted unanimously: That the following sums of money be appropriated for the several purposes hereinafter designated and that the same be expended only for those purposes, under the direction of the respective Boards, Committees, or Officers of the Town and that the total sum of money be raised in the 1964 Tax Levy.

General Government

Moderator:

1. Salary	\$ 160.00
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Finance Committee:

2. Expenses	400.00
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Selectmen:

3. Salaries	1,650.00
4. Expenses	3,300.00
5. Capital Outlay	1,600.00
6. Legal Services	3,500.00
7. Extra Legal Services	3,000.00

Town Office Clerical Staff:

8. Salaries	29,912.00
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Engineering Department:

9. Salaries and Wages	16,579.00
10. Expenses	1,800.00

Town Accountant:

11. Salary	2,125.00
12. Expenses	255.00

Town Treasurer and Collector:

13. Salary	6,250.00
14. Expenses	2,550.00

Town Assessor:

15. Salary	3,815.00
16. Expenses	1,950.00

Town Clerk:

17. Salary	2,150.00
18. Expenses	500.00

Election and Registration:

19. Salaries and Wages	\$ 4,100.00
20. Expenses	3,000.00

Planning Board:

21. Expenses	1,500.00
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Board of Appeals:

22. Expenses	25.00
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Industrial Development Commission:

23. Expenses	650.00
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Conservation Commission:

24. Expenses	100.00
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Town Report Committee:

25. Expenses	2,600.00
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Archives Committee:

26. Expenses	50.00
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Public Ceremonies and Celebrations
Committee:

27. Expenses	1,000.00
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Buildings and Grounds:

28. Salaries and Wages	5,800.00
29. Expenses	10,000.00

Miscellaneous

30. Expenses	<u>500.00</u>
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Total General Government

\$110,821.00

Protection of Persons and Property

Police Department:

31. Salaries and Wages	63,544.00
32. Expenses	8,000.00
33. Capital Outlay	750.00

Fire Department:

34. Salaries and Wages	38,063.00
35. Expenses	13,185.00

Fire Alarm System:

36. Salaries and Wages	8,635.00
37. Expenses	2,910.00
38. Fire Hydrant Rental	17,245.00

Sealer of Weights and Measures:

39. Salary and Travel	365.00
40. Expenses	90.00

Moth Department:

41. Wages	4,119.00
42. Expenses	1,700.00

Town Forest Committee:

43. Maintenance	\$ 100.00
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Tree Department:

44. Shade Tree Replacement	425.00
45. Wages	3,455.00
46. Expenses	1,520.00

Wire Inspector:

47. Wages and Travel	2,000.00
48. Expenses	25.00

Inspector of Gas Piping &
Appliances and Deputy:

49. Wages	750.00
50. Expenses	100.00

Building Inspector and Agent for
Enforcement of Zoning By-Law:

51. Salary and Wages	5,910.00
52. Expenses	850.00

Dog Officer:

53. Wages and Travel	520.00
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Building Committee:

54. Expenses	200.00
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Civil Defense:

55. Expenses	<u>350.00</u>
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Total Protection of Persons and Property

\$174,811.00

Health and Sanitation

Salaries:

56. Board of Health	350.00
57. Secretary	-----
58. Town Nurse	5,521.00
59. Assist. Town Nurse	787.00
60. Agent & Assist. Agent	5,000.00

Expense:

61. Board of Health	2,000.00*(see below)
62. Town Nurse	1,540.00
63. Medical Supplies	400.00
64. Laboratory Fees	600.00
65. Hospitals and Sanatoriums	1,000.00
66. Clinics	1,500.00
67. Garbage Collection	13,150.00

Inspector of Animals:

68. Wages	150.00
69. Expenses	30.00

Plumbing Inspector and Deputy:

70. Wages	2,000.00
71. Mosquito Control	<u>2,500.00</u>

Total Health and Sanitation

\$ 36,528.00

Highways

72. General Highway Maint.	\$10,150.00
73. Drainage	16,083.00
74. Chapter 81 Highways	17,375.00
75. Chapter 90 Highways	2,000.00
76. Snow Removal	37,500.00
77. Traffic Signs and Lines	4,120.00
78. Vacations and Holidays	2,800.00
79. Sidewalk Maintenance	800.00
80. Highway Machinery Maint.	10,500.00
81. Stree Lighting	16,500.00

Town Dump:

82. Salaries	4,980.00
83. Expenses	1,770.00
84. Capital Outlay	<u>550.00</u>

Total Highways \$125,128.00

Charities

85. District and Local Welfare	
Admin. Salaries	1,600.00
86. Public Assistance	<u>45,000.00</u>

Total Charities \$ 46,600.00

* Motion: To strike out \$2,000.00 in Item #61 and insert \$2,300.00.
Total vote: 507; Yes - 252; No - 255. Motion lost.

Veteran's Aid

87. Salary	1,720.00
88. Expenses	275.00
89. Aid	<u>8,500.00</u>

Total Veteran's Aid \$ 10,495.00

Education

Local Schools:

90. Instruction	418,059.00
91. Plant Operation & Maint.	44,245.00
92. Transportation	47,198.00
93. Non-Instructional Services	5,000.00
94. Administration	11,850.00
95. Blanchard Auditorium	9,725.00
96. Capital Outlay	7,087.00
97. Contingency Fund	<u>1,000.00</u>

Total Local Schools \$544,164.00

Regional School-Acton's Share:

98. Instructions	387,495.29
99. Plant Operation & Maint.	35,696.59
100. Transportation	17,154.82
101. Non-Instructional Services	12,091.26
102. Administration	12,503.58
103. Blanchard Auditorium	6,100.06

104. Capital Outlay	\$ 3,558.90
105. Athletic Fund	7,611.40
106. Contingency Fund	<u>556.35</u>

Total Regional Schools \$482,768.25

Total Education \$1,026,932.25

Libraries

Memorial Library:

107. Salaries and Wages	11,225.00
108. Expenses	3,202.00
109. Books	7,000.00
110. Capital Outlay	<u>300.00</u>

West Acton Library:

111. Salaries and Wages	625.00
112. Expenses	<u>600.00</u>

Total Libraries \$ 22,952.00

Recreation

113. Wages	1,835.00
114. Expenses	600.00
115. Capital Outlay	<u>950.00</u>

Total Recreation \$ 3,385.00

Cemeteries

116. Salaries and Wages	18,500.00
117. Expenses	<u>3,371.00</u>

Total Cemeteries \$ 21,871.00

Insurance

118. Workman's Compensation	7,000.00
119. Surety Bond	615.00
120. Fire Insurance, Town Bldgs	6,000.00
121. Boiler & Machinery	940.00
122. Motor Vehicle Liability	3,000.00
123. Money and Securities	-----
124. Group Health	<u>7,200.00</u>

Total Insurance \$ 24,755.00

Pensions

125. Pension Fund	12,798.00
126. Expenses	689.11
127. Military Service Fund	<u>4.80</u>

Total Pension \$ 13,491.91

Maturing Debt and Interest

Regional School:

128. Maturing Debt	\$42,370.00
129. Interest	32,637.25

Julia McCarthy Elementary School:

130. Maturing Debt	15,000.00
131. Interest	2,500.00

Julia McCarthy School Addition:

132. Maturing Debt	15,000.00
133. Interest	1,170.00

Florence E. Merriam School:

134. Maturing Debt	45,000.00
135. Interest	20,520.00

South Acton Fire Station:

136. Maturing Debt	12,000.00
137. Interest	900.00

West Acton Fire Station:

138. Maturing Debt	-----
139. Interest	-----

Anticipation of Revenue Notes:

140. Interest	<u>1,200.00</u>
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Total Maturing Debt and Interest	\$188,297.25
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Total Budget to be raised and appropriated	\$1,806,067.41
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Voted: To observe one minute of silence in memory of
Henry Erikson.

Special Articles

Art. 11. Stabilization Fund	\$10,000.00
Art. 13. Fire Alarm System-	
Spruce St. & Kinsley Rd.	1,000.00
Art. 19. Water Safety Program	1,824.00
Art. 20. Fence-Jones Field	750.00
Art. 21. Recreation Director	1,000.00
Art. 22. Vocational Tuition and	
transportation	2,000.00
Art. 23. Bell and Clock System-	
Towne School	1,250.00
Art. 24. Sprinkler System-	
Towne School	15,000.00
Art. 25. Repaint interior Towne	
School	9,000.00
Art. 26. Desks & chairs -	
Towne School	5,000.00
Art. 27. Radar unit & control signs	1,321.00
Art. 28. Police Cruisers	5,500.00
Art. 29. Additional Police Officers	6,000.00
Art. 32. Sewerage Study Committee	300.00
Art. 36. High Street (new way)	<u>6,900.00</u>

Total to be raised and appropriated under Special Articles	\$66,845.00
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Transfers

From Overlay Surplus and Surplus and Surplus Revenue
To

Art. 10. Stabilization Fund (SR)	25,000.00	
Art. 14. Police Station (SR)	6,000.00	
Art. 15. Conservation Fund (SR)	7,899.73	
Art. 45. Reserve Fund (Overlay Surplus)	<u>15,000.00</u>	
		\$53,899.73

Other Transfers

Art. 12. From Stabilization Fund To Ladder Truck	32,000.00	
Art. 34. From Machinery Fund To Highway Truck	<u>12,000.00</u>	
		\$44,000.00

Borrow

Art. 14. Police Station	<u>100,000.00</u>	
		<u>\$100,000.00</u>

Grand Total	\$2,070,812.14
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Article 9

Voted: To authorize the Town Treasurer with the approval of the Board of Selectmen to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1964 and to issue a note or notes therefor, payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with Section 17, Chapter 44, General Laws.

Article 10

Voted unanimously: To transfer from Surplus Revenue the sum of \$25,000.00, for the Stabilization Fund, pursuant to the provisions of the General Laws, Chapter 40, Section 5B.

Article 11

Voted unanimously: To raise and appropriate from available funds the sum of \$10,000.00 for a Stabilization Fund, pursuant to the provision of General Laws, Chapter 40, Section 5-B.

Article 12

Voted: To transfer from the Stabilization Fund the sum of \$32,000.00 to purchase a new ladder truck for South Acton, and to authorize the Board of Selectmen to trade-in, sell or otherwise dispose of the old ladder truck.

Article 13

Voted unanimously: To raise and appropriate the sum of \$1,000.00 to extend the fire alarm system on Spruce Street from Arlington Street to End, and on Kinsley Road from Massachusetts Avenue to a point near the end, and install 2 fire alarm street boxes.

Voted: To adjourn at 11:00 P. M. on completion of Article then under discussion until Monday, March 16, 1964 at 7:30 P. M.

Article 14
Police Station

Voted unanimously: To authorize the Town Building Committee to enter into contracts on behalf of the town for the constructing, equipping and furnishing of a Police Station in that part of Acton called Acton Center and located on Lot 16 Main Street, owned by the Town of Acton; and to appropriate the sum of \$106,000.00, \$6,000.00 to be transferred from Surplus Revenue and \$100,000.00 to be borrowed under Chapter 44 of the General Laws for not more than five years.

Article 15
Conservation

Voted: To appropriate from Surplus Revenue the sum of \$7,899.73 for the Conservation Fund.

Article 16
Sidewalk Committee

Voted: To authorize the appointment of a committee consisting of five (5) members to be appointed by the moderator, said committee to investigate the cost of constructing and maintaining sidewalks, and to report its findings at a special Town Meeting not later than the Fall of 1964.

Moderator appointed: Margaret M. Coughlan, John E. Dunphy, Jr., Beatrice C. Perkins, Irene M. Rhodes and Francis J. Schell.

Article 17
Equipment

Motion: To raise and appropriate the sum of \$8,500.00, for the purchase of Town Hall equipment, for the Collector and Treasurer.

Same tellers except moderator substituted Warren L. Newell as teller in place of Clyde J. Horne.

Total votes 476. Yes - 200 No - 276. Motion Lost.

Article 18

Voted: To lay on table.
See after Article 30.

Article 19
Water Safety Program

Voted unanimously: To raise and appropriate the sum of \$1,824.00, for the support of the Water Safety Program which is jointly sponsored by

the Red Cross, School Department and the Acton Recreation Commission.

Article 20
Jones Field

Voted: To raise and appropriate the sum of \$750.00, for the purchase and installation of 310 running feet of chain link fence to be installed at Jones Field.

Article 21
Recreation

Voted: To raise and appropriate the sum of \$1,000.00, for the Acton Recreation Commission to employ a Recreation Director.

Voted: Total votes - 458 Yes - 274 No - 184

Article 22
Vocational

Voted: To raise and appropriate the sum of \$2,000.00, for the payment of vocational tuition and transportation according to the provisions of Chapter 74 of the General Laws.

Article 23
Marion L. Towne School

Voted: To raise and appropriate the sum of \$1,250.00, for the replacement of a bell and clock system at the Marion L. Towne School.

Article 24
Schools

Voted: To raise and appropriate the sum of \$15,000.00, for the installation of a sprinkler system at the Marion L. Towne School.

Article 25
Schools

Motion: To raise and appropriate the sum of \$9,000.00, to repaint the interior of the Marion L. Towne School.

Motion: To strike out \$9,000.00 and insert \$4,500.00.

Total vote - 369 Yes - 118 No - 251

Voted: To raise and appropriate the sum of \$9,000.00, to repaint the interior of the Marion L. Towne School.

Article 26
Schools

Motion: To raise and appropriate the sum of \$5,000.00, for the replacement of desks and chairs at the Marion L. Towne School.

Motion: To strike out \$5,000.00 and insert \$2,500.00

Total vote - 372 Yes - 169 No - 203

Voted: To raise and appropriate the sum of \$5,000.00, for the

replacement of desks and chairs at the Marion L. Towne School.

Article 27
Police

To raise and appropriate the sum of \$1,321.00 for a Radar Unit and ten (10) Radar Control signs for the Police Department.

Article 28
Police

Voted unanimously: To raise and appropriate the sum of \$5,500.00, for the purchase of two (2) Police cruisers and authorize the Board of Selectmen to transfer one of the present cruisers to the Engineering Department and to sell or otherwise dispose of the second cruiser and the present Engineering Department car.

Article 29
Police

Voted: To raise and appropriate the sum of \$6,000.00, and authorize the Board of Selectmen to appoint two (2) additional Police Officers.

Article 30
Sewerage Study Commission

Motion: To create a five-man Sewerage Study Committee, one member to be appointed by the Board of Selectmen, two members by the Board of Health and two members by the Planning Board; said committee to undertake studies on the needs for sewerage projects as assigned by the Town or the Board of Selectmen.

Motion: To strike out two (2) members by the Board of Health and insert one (1) member of the Conservation Commission and one (1) member of the Board of Health.

Motion lost.

Voted: To create a five-man Sewerage Study Committee, one member to be appointed by the Board of Selectmen, two members by the Board of Health, and two members by the Planning Board; said committee to undertake studies on the needs for sewerage projects as assigned by the Town or the Board of Selectmen.

Appointed: Paul R. Nyquist (by Board of Selectmen), Bruce D. Smith, Robert J. Ellis (by Board of Health), Alton B. Avery and H. Raymond Durling, Jr. (by Planning Board).

Adjourned at 11:00 P. M.

Moderator called the meeting to order at 7:30 P. M. on Monday, March 16, 1964.

Voted to take Article 18 from the table.

Article 18
Library

Motion: To authorize the Town Building Committee to enter into contract on behalf of the Town for the preparation of working drawings

for an addition to the Library in that part of Acton called Acton Center and located on the present site of the Acton Memorial Library, and to raise and appropriate the sum of \$8,000.00 for this purpose.

Motion: To amend motion under discussion by adding the following: The total cost of the Library addition, including building, equipment, architect fees, contingencies, remodeling of existing, all costs in moving sand storage shed and all other expenses, shall not exceed \$100,000.00 including any financial aid from any government agency.

Moderator appointed the following tellers: John McLaughlin, Philip Harris, David Tinker, Sarah Hinckley, Margaret Coughlan, Dorothy Williams, Beverly Tuttle and John Whittier.

Total vote - 461 Yes - 217 No - 244
Amendment lost.

Voted: To authorize the Town Building Committee to enter into contract on behalf of the Town for the preparation of working drawings for an addition to the Library in that part of Acton called Acton Center and located on the present site of the Acton Memorial Library, and to raise and appropriate the sum of \$8,000.00 for this purpose.

Resolution

Voted unanimously: The following resolution:

Resolved: That the Board of Selectmen be instructed and empowered to convey to the Department of Public Utilities of the Commonwealth the VOTE of the inhabitants of the TOWN OF ACTON, assembled at its Annual Town Meeting, PROTESTING any discontinuance or curtailment of the Passenger Service of the Boston and Maine Railroad on its Fitchburg Division.

Article 31

Voted: To authorize the Sewerage Study Committee to make application to the United States of America under the terms of Public Law 560, 83rd Congress of the United States, as amended, for an advance of funds not to exceed \$30,000.00 and to expend the same for surveys, preliminary plans, cost estimates and reports on a town sewerage system in all its various phases with the understanding that the Town will reimburse the United States, at no interest, for that part of the cost proportioned to a particular sewerage project when the construction of that project is subsequently voted by the Town, said plans and reports to be rendered by an engineer selected and employed by the Sewerage Study Committee, said funds or so much thereof that may be required and advanced from the United States to be received by and administered by the Town Treasurer under the direction of the Sewerage Study Committee.

Article 32

Voted: To raise and appropriate the amount of \$300.00 to be used by the Sewerage Study Committee to defray the costs of this office.

Article 33

Motion: To raise and appropriate the sum of \$9,000.00 to be held by the Planning Board for the purposes of the completion of the paving of the remaining portions of Oakwood, Redwood, Pinewood and Fernwood Roads

left unpaved by the developer of the so called Brucewood Area; such sums being generally appropriated under the authority of Chapter 41 and for the purpose of indemnifying the Planning Board from any liability for its failure to retain the funds placed under its control for the above purposes.

Motion: To strike out "\$9,000.00" and insert "\$4,500.00".

Voted: To lay this article on the table.

Article 34

Motion: To appropriate \$4,000.00 from Surplus Revenue and \$12,000.00 from the Machinery Fund for the purchase of a new truck for the Highway Department.

Voted: To strike out "\$4,000.00 from Surplue Revenue".

Voted: To appropriate \$12,000.00 from the Machinery Fund for the purchase of a new truck for the Highway Department.

Article 35

Voted: To reassign the \$6,900.00 appropriation by the Town for Chapter 90 Construction under Article 9 of the 1963 Annual Town Meeting in conjunction with \$6,900.00 allotted by the County and \$13,800.00 allotted by the State, from Arlington Street to a new way to be construced running from High Street in a southeasterly direction to Powder Mill Road, and Central Street from Massachusetts Avenue to the Acton-Boxboro Town Line

Motion: To amend original motion by deleting "and Central Street from Massachusetts Avenue to the Acton-Boxboro Town Line".

Motion: Lost.

Article 36

Voted unanimously: To raise and appropriate the sum of \$6,900.00, for Chapter 90 Construction on a new way running from High Street, approximately at the intersection of Adams Street, and extending in a southeasterly direction to Powder Mill Road, and on Central Street from Massachusetts Avenue to the Acton-Boxboro Town Line. Said money to be used in conjunction with \$6,900.00 to be allotted by the County and \$13,800.00 to be allotted by the State.

Article 37

Voted: To lay this article on the table.

Article 38

Motion: To raise and appropriate the sum of \$1,750.00 to remove ledge beside the Acton Center Fire Station to provide access for parking in the rear of the building.

Total vote. - 411. Yes - 123 No - 288

Motion lost.

Motion: To take up Article 44.

Motion lost.

Motion: That this meeting adjourn on completion of Article under discussion at 11:00 P. M. and adjourn until Saturday at 2:00 P. M.

Motion lost.

Article 39

Motion: To authorize the Board of Selectmen to appoint an executive secretary in accordance with the provisions of Section 23A. of Chapter 41 of the General Laws of this Commonwealth as amended or as it may be amended.

Total vote - 455. Yes - 129 No - 326

Motion lost.

Article 40

Voted unanimously: To amend the Protective Zoning By-Laws of the Town of Acton by adding the following to Section III A 3:

b. Light Industrial 1-2

Article 41

Motion: To amend the Protective Zoning By-Laws of the Town of Acton by adding to Section IV Subsection D, the following:

2. In a Light Industrial District 1-2, a building or structure may be erected or altered, and a building, structure or premise may be used for the following purposes:
 - a. Scientific or research laboratory, office for executive or administrative purposes, public utility or community use.
 - b. Manufacturing electrical or electronic devices, medical, dental or drafting instruments, optical goods, watches, or other precision instruments; light metal fabrication or finishing, but not including heavy punch presses or drop hammers.
 - c. Additional uses by special permit only. The Board of Appeals may, in a specific case, issue a special permit for any other lawful storage, distribution or light manufacturing use, provided that such use is not in violation of the requirements of Section II - I (Performance Standards) and that it meets the criteria of Section VI B 3b and 3c.

Motion: To amend by deleting 2-c.

Motion lost.

Voted unanimously: To amend the Protective Zoning By-Laws of the Town of Acton by adding to Section IV Subsection D, the following:

2. In a Light Industrial District 1-2, a building or structure may be erected or altered, and a building, structure or premise may be used for the following purposes:

- a. Scientific or research laboratory, office for executive or administrative purposes, public utility or community use.
- b. Manufacturing electrical or electronic devices; medical, dental or drafting instruments, optical goods, watches, or other precision instruments; light metal fabrication or finishing, but not including heavy punch presses or drop hammers.
- c. Additional uses by special permit only. The Board of Appeals may, in a specific case, issue a special permit for any other lawful storage, distribution or light manufacturing use, provided that such use is not in violation of the requirements of Section II - 1 (Performance Standards) and that it meets the criteria of Section VI B 2b and 3c.

Article 42

Voted unanimously: To amend the Protective Zoning By-Laws of the Town of Acton by adding the following at the end of Section V Subsection B. Intensity Regulation Schedule:

I - 2	All permitted uses	40,000	100	45	20
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Article 43

Voted: To rezone from Residential District R-2 to Light Industrial District I - 2, the land on the northerly side of School Street in South Acton, Bounded as follows:

Beginning at a point on the northerly sideline of School Street, 1,095.98 feet easterly from a stone bound at the intersection of School Street and Laws Brook Road, thence 425.69 feet at North 22° 00' 00" West, thence 154.75 feet at North 29° 30' 55" West, thence 340.48 feet at South 72° 10' 03" West, thence 187.50 feet at South 73° 37' 29" West, thence 218.00 feet at South 82° 44' 18" West, thence 41.25 feet at North 60° 18' 55" West, thence 106.79 feet at North 65° 33' 41" West, thence 50.70 feet at North 63° 45' 13" West thence 776.08 feet at North 13° 08' 51" East, thence 394.77 feet at South 78° 04' 26" East, thence 113.51 feet at South 13° 01' 11" West, thence 519.76 feet at South 89° 01' 53" East, thence 155.55 feet at North 69° 56' 57" East, thence 345.39 feet at South 39° 13' 43" East, 563.70 feet at South 31° 26' 00" East to the northerly sideline of School Street, thence by the northerly sideline of School Street, 94.79 feet at South 49° 16' 50" West, thence 189.37 feet along a right curve of radius 548.14 feet, thence 379.25 feet at South 69° 04' 30" West to the point of beginning.

All the above land to contain approximately 24.8 acres, being owned by Merwin H. Craig and being shown on a plan entitled "Meadowgreen, Sub-division Plan of Land in Acton, Massachusetts", dated February 21, 1961 by Joseph W. Moore, Inc., Registered Land Surveyor and recorded in the Middlesex Registry of Deeds (South District) as Plan 1103 (A & B of 2) of 1961 in Book 9860, Page 445.

Hand vote: Total 355, Yes 269. No 86. Needed to carry 237.

Article 44

Voted: To authorize the Moderator to appoint a committee of five members to be known as the Committee on Town Administration. Said committee to be chosen in the following manner: One member from the Finance Committee, one member from the Planning Board, one member from the Personnel Board, and two members at large. The Committee is charged with studying the fiscal and administrative structure of the Town and to make specific recommendations which in the judgement of the Committee will tend to improve the administration of Town Government, said Committee to report to the Selectmen and the Town Meeting on or before March 1965.

Moderator appointed the following Committee: William L. Chipman (Finance Committee), Charles Judd Farley (Planning Board), Clyde J. Horne (Personnel Board), Charles D. MacPherson and Philip A. Harris (members at large).

Article 45

Voted: To appropriate from Overlay Surplus the sum of \$15,000.00 for a Reserve Fund, pursuant to the provisions of the General Laws, Chapter 40, Section 6.

Article 46

Voted: To pass over the Article.

Voted: To adjourn at 11:56 P. M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

* * * *

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

June 8, 1964

Article 1
Land to Library

Voted: To transfer a portion of a parcel of land, purchased from the Acton Agricultural Holding Company and now being used by the Highway Department, to the Acton Memorial Library, a corporation created by Chapter 52 of the Acts of 1890 under date February 27, 1890, for the purpose of erecting a library addition and appurtenances, plus the necessary side and backyard area, and described as follows:

Beginning at a point on the northwesterly corner of the present library land at an existing stonewall thence

projecting the westerly property line of the existing library lot 30 feet in a straight line in a north-westerly direction, thence turning and running north-easterly and parallel with Main Street, to land now or formerly owned by Norman G. and Frances F. Collins, thence turning and running southerly by land now or formerly of said Collins to the end of a stonewall at land of said Collins, of Frederick W. and Florence C. Abbt and of the Town of Acton Memorial Library land, thence turning and running westerly by said land of the existing Library along the stonewall back to the point of beginning. Containing approximately one-quarter of one acre, more or less.

Moderator appointed the following tellers: Hubert R. Durling, Jr., Robert J. Ellis, Medville L. Clark, David P. Tinker, George E. Neagle, Raymond J. Grey, Edwin H. Christofferson and Warren W. Wheeler.

Hand vote. Total 314. Yes - 269 No - 45 Needed to carry - 210.

Article 2 Library

Voted: To authorize the Town Building Committee to enter into contracts on behalf of the Town for the constructing, equipping and furnishing of an addition to the Library in that part of Acton called Acton Center and located on the present site of the Acton Memorial Library, and to appropriate the sum of \$210,000.00, to be provided by the transfer of \$10,000.00 from available funds in the treasury, and the balance of \$200,000.00 to be financed over a period of eight years by borrowing under Chapter 44 of the General Laws.

Ballot vote.

Total - 457 Yes - 355 No - 102 Needed to carry - 305

Article 3 Office Machine

Voted: To appropriate from available funds and surplus revenue the sum of \$7,000.00, for the purchase of mechanical accounting equipment to be placed in the office of the Collector-Treasurer for the use by that office and other Town departments.

Article 4 Cemetery

Voted unanimously: To appropriate from Surplus Revenue the sum of \$600.00, for the purpose of oiling the roads in Mt. Hope Cemetery.

Article 5 Chapter 822

Voted unanimously: To authorize the Board of Selectmen to spend the amount of \$10,963.30 from Chapter 822 of the Acts of 1963 on resurfacing 3,000 feet of Willow Street, 2,600 feet of Arlington Street and 3,300 feet of Concord Road.

Article 6
Bill

Voted unanimously: To appropriate the sum of \$217.85, from Surplus Revenue for the payment of a 1963 insurance bill.

Article 7
Chapter 90

Voted: To appropriate from Surplus Revenue the sum of \$2,252.93, to the Chapter 90 New Construction 1963 Account

Article 8
Streets

Voted: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Brucewood Road, 223.12 feet from Oakwood Road
Redwood Road, 228.27 feet from Oakwood Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans, and appropriate from Surplus Revenue the sum of \$1,000.00, for the completing of the said streets.

Article 9

Voted unanimously: To accept the following street, or portion thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Oakwood Road, 2,265.22 feet from Piper Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans, and to appropriate from Surplus Revenue the sum of \$3,000.00, for the completing of 1,227.09 feet of the above street from Brucewood Road.

Article 10

Voted unanimously: To accept the Grant of Easement of Brewster Conant to the Town of Acton, dated March 6, 1964; said grant reading as follows:

"I, Brewster Conant, of Evanston, Illinois for consideration paid Grant to the Town of Acton, with QUITCLAIM COVENANTS, the right and casement to use a certain path or trail known as the Captain Isaac Davis Trail and the land on either side thereof within fifty (50) feet of the center line of said path or trail for passage on foot only over those certain parcels of land shown as Parcel 2 and Parcel 3 on a plan entitled "Land in Acton Owned by Augustine B. Conant and Brewster Conant" dated February 18, 1958 by Harlan E. Tuttle, Surveyor, recorded with Middlesex South District Registry of Deeds at the end of Book 9131.

"Said right and easement may be exercised only on April 19 and July 4 of each year (or on such days as may in the future be

designated for the historic and patriotic observances now held on such dates).

"The grantee herein shall have the right to determine by survey the exact location of the center line of said path or trail and to record a plan thereof which shall be determinative of the exact location of the easement herein granted.

"The grantor reserves the right as appurtenant to land on either side of said path or trail owned by him to construct a road or roads across said path or trail of sufficient width to satisfy the standards of the Town of Acton with respect to public ways and to use said road or roads for all purposes for which streets and ways are commonly used in said Town.

"I, Elizabeth S. Conant, wife of said grantor, release to said grantee all rights of dower and homestead and other interests therein.

"Witness our hands and seals this 6th day of March, 1964.

Brewster Conant
Elizabeth S. Conant

"STATE OF ILLINOIS

"Cook County, ss.

March 6, 1964

"Then personally appeared the above named Brewster Conant and acknowledged the foregoing instrument to be his free act and deed, before me

Edwin R. Bates
Notary Public"

Resolution. Voted the following resolution:

Resolved: That the Clerk advise Mr. Conant in writing of the vote passed under Article 10 and extend the sincere thanks of the Town for his public spirit and generosity.

Article 11

Voted unanimously: To amend the Building Bylaw of the Town of Acton by striking out the second sentence of Section 12 and inserting therein the following:

Openings from buildings to garages shall be restricted to a single doorway, provided with not less than 1 3/4" thick solid door, or panel door, with at least two (2) coats of fire retardant paint on garage side, or approved fire door of 3/4 hour fire resistant rating. This door must be equipped with self-closing mechanism and no glass shall be in door except fire glass.

Article 12

Voted: To amend the Building Bylaw of the Town of Acton by inserting at the end of the second sentence in Section 13, the following words: "And have suitable stairs if below grades". Also by striking out the following words in the 4th sentence of Section 13, "An area ten feet

square" and inserting the following words: "At least five (5) feet from center of heater in all directions, or until a Fire resistant wall is reached."

Article 13

Voted: To pass over the Article.

Article 14

Voted: To amend the Building Bylaw of the Town of Acton by adding to section 20, the following sentence:

X Not more than two (2) reshinglings of asphalt shingles be allowed without removal of old shingles and no reshingling over wood shingles be allowed.

Article 15

Voted: To amend Section 9 of the Building Bylaw of the Town of Acton by adding the following subsection:

- D. When in the opinion of the Building inspector, soil conditions and the load to be imposed on the foundation walls make the requirement for footings unnecessary, the building inspector may permit such footings to be omitted by written endorsement on the building permit.

Article 16

Motion: To amend the Building Bylaw of the Town of Acton by adding the following paragraph to Section 10-A-1, "All chimneys must have a metal thimble, for each smoke pipe, built into the chimney. It shall be of cast or wrought galvanized iron of extra heavy gauge, and be set flush with the outside of chimney and inside of chimney liner."

Motion lost:

Article 17

Voted: To pass over the Article

Voted: To adjourn at 10:12 P.M.

A true copy. Attest:

CHARLES M. MacRAE
Town Clerk

* * * *

ABSTRACT OF THE PROCEEDINGS OF THE
SPECIAL TOWN MEETING

October 19, 1964

Article 1

Voted unanimously: To authorize the Selectmen to purchase, take by eminent domain or otherwise acquire for school purposes a certain

parcel of land containing approximately 34 acres more or less located on the southwesterly side of Elm Street and the northwesterly side of Arlington Street in West Acton, believed to be now or formerly the property of Louis A. Flerra, and bounded and described as follows:

Northeasterly by Elm Street, one thousand one hundred sixty-nine (1,169.0) feet, more or less; northwesterly by land of Louis A. Flerra and land of the Fitchburg Division of the Boston & Maine Railroad, eight hundred forty-five (845.0) feet; westerly by land of said Railroad, eight hundred ninety (890.0) feet, more or less; southerly by land of Porter G. Jenks, Charles A. Durkee, Joseph DeSousa and Duncan S. Kennedy, nine hundred ninety-four (994.0) feet; westerly by said Kennedy land, by the center of the brook, eighty-three (83.0) feet; southeasterly by Arlington Street, one hundred seventy-seven (177.0) feet; northeasterly by land now or formerly of Willard M. Houghton, one hundred thirty-two (132.0) feet, more or less; easterly by the center line of Fort Pond Brook, three hundred seventy (370.0) feet, more or less; and southeasterly by said Houghton land, four hundred seventeen (417.0) feet; saving and excepting therefrom so much as was conveyed by Louis A. Flerra to the Milldam Realty Trust by deed dated April 8, 1964, and duly recorded with Middlesex South District Deeds, Book 10501, Page 107, containing about 5,096 square feet of land;

that the sum of \$91,000 be appropriated for the purpose of purchasing, taking by eminent domain or otherwise acquiring the aforesaid land; and that to meet the aforesaid appropriation the sum of \$51,000 shall be and hereby is transferred from the surplus revenue account, and the Treasurer, with the approval of the Selectmen, shall be and hereby is authorized to borrow the sum of \$40,000 under the authority of Chapter 44, Section 7, Clause (3) of the General Laws and to issue at one time or from time to time bonds or notes of the Town therefore, payable according to the applicable provisions of said Chapter 44, each such issue of bonds or notes to be paid in not more than one year from its date.

Article 2

Voted unanimously: To amend the vote adopted under Article 1 of the Warrant for the Special Town Meeting held on March 12, 1963, by deleting the words "on land of the Town on Arlington Street" from the first paragraph thereof and adding the words "on a portion of land described in Article 1 of this meeting" at the end of said paragraph, as amended, so that said first paragraph shall now read "(1) That there is hereby authorized the construction, originally equipping and furnishing of an elementary school building to contain approximately twenty classrooms as well as other necessary rooms and facilities to be located on a portion of land described in Article 1 of this meeting."

Article 3

Voted: To rescind the action taken under Article 1 of the Town Meeting of November 4, 1957 which rezoned from Residential to Business the property located at 39 Main Street which extends approximately 487 feet in an easterly direction along Main Street and 400 feet in depth, the property being presently or formerly the property of Elinor M. Laffin.

Moderator appointed the following tellers: John McLaughlin, Raymond Letts, Porter Jenks, Paul Lesure, Albert Foster,

T. Leo McCarthy and Registrars James Wilson, Julia Barry, Helen Allen, Hazel Vose, Bertha Tucker, Phyllis Sprague, Mary Prentice.

Ballot Vote. Total - 473. Yes 326, No 147
 Needed to carry - 316.

Article 4

Voted unanimously: To accept the land shown as Lot #40 and Lot #41 on the plan entitled "Broadview Farm Estates Plan of Land in Acton, Mass." dated August 5, 1964, R. D. Nelson, Engineer, subject to the restrictions that said Lot #40 and Lot #41, for a period of fifty years, be used only for recreation, agriculture, park and conservation purposes and that access thereon be available, at least, to the owners and occupants of the land on Valley Street and Broadview Street in said Acton; and further, that said Lot #40 and Lot #41 be transferred to the use and control of the Conservation Commission of the Town of Acton.

Resolution: Voted that the Selectmen send a letter of thanks to the J. & E. Company, Inc. of Arlington.

Article 5

Voted: To withdraw the Article.

Article 6

Motion: To amend the protective zoning by-law of the Town of Acton and the "Zoning Map of the Town of Acton" by changing from Residential (R-2) to Business (B-1) the following described area of land in that part of Acton, called South Acton.

Beginning at a point on the easterly side of Main Street (Route 27) approximately 712.30 feet northerly of the Acton-Maynard town line at land now or formerly of Robert D. and Joann R. Hanson and Robert M. Jr. and Doris M. Kelly and thence running:

N 4-40-19W by the sideline of Main Street and land of said Kelly 94.81 feet to an angle, thence

N 4-06-19W by the sideline of Main Street and by land of said Kelly and land now or formerly of Mary E. Towler, Jalmar and Sylvia Jarvi, Roland W. and Betty Ann Martin and Robert H. and Margaret S. Russel 710.41 feet to the existing Business Zone line as established by the Town of Acton, by vote, at the Special Town Meeting of November 4, 1957 thence

N 85-53-41E through land of said Russell and land now or formerly of Elmside Homes, Inc. along the Business-Residential zone line 400.00 feet to an angle, thence

N 4-06-19W through land of said Elmside Homes, Inc. along the Business-Residential zone line 293.24 feet to an angle, thence

N 4-23-19W through land of said Elmside Homes, Inc. along the Business-Residential zone line 136.89 feet to land now or formerly of Blanche Shaw, thence

S 87-17-10E by land of said Shaw 19.54 feet to an angle, thence

S 68-07-48E by land of said Shaw 470.83 feet to a point which is 150.00 feet from the westerly sideline of Conant Street as measured at right angles to said sideline, thence

S 0-39-13E through land of said Elmside Homes, Inc. and land now or formerly Robert B. Sargent, by a line parallel to and 150.00 feet from the westerly sideline of Conant Street, 771.25 feet to land now or formerly Gardner C. and Nancy W. Hendrie, thence

S 47-06-05W by land of said Hendrie and land now or formerly Erling and Dorothy A. Mostue, 74.04 feet to an angle, thence
S 45-17-41W by land of said Mostue 216.12 feet to an angle, thence
S 46-35-08W by land of said Mostue 154.55 feet to an angle, thence
S 57-32-29W by land of said Mostue 64.83 feet to an angle, thence
S 69-10-43W by land of said Mostue 29.30 feet to land of Robert D. and Joann R. Hanson, thence
N 24-16-20W by land of said Hanson 50.00 feet to land now or formerly Robert M., Jr. and Doris M. Kelly, thence
S 89-12-10W by the property line between the property of said Kelly and Hanson 351.52 feet to the point of beginning at Main Street.

Voted: To withdraw the Article.

Article 7

Voted unanimously: To accept the following streets, or portions thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Valley Road, 950 feet from High Street
Broadview Street, 2,000 feet from Valley Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 8

Voted: To pass over the Article.

Article 9

Voted: To pass over the Article

Article 10

Voted: To accept the following street, or portion thereof, constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Lothrop Road, 1,590.43 feet from Spencer Road

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 11

Voted: To accept the following street, or portion thereof constructed under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

Russell Road, 590 feet from Hosmer Street

including the takings or acceptance of easements for drainage, or other purposes, where shown on said plans.

Article 12

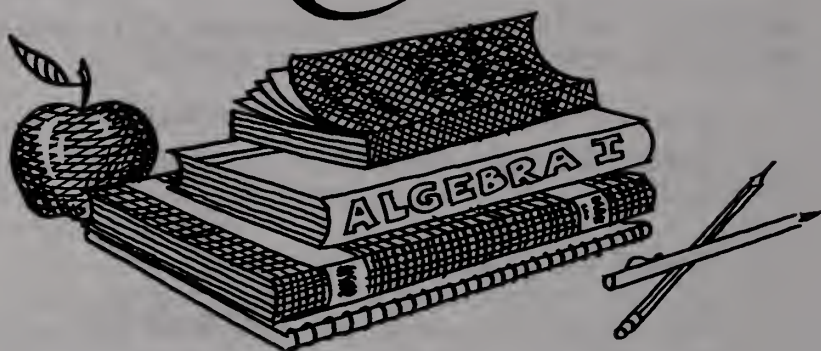
Voted: To pass over Article.

Voted: To adjourn at 9:22 P.M.

A true copy. Attest:

CHARLES M. MacRAE, Town Clerk

SECTION C



REPORT OF THE ACTON SCHOOL DEPARTMENT AND THE
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

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REPORT OF ACTON SCHOOL DEPARTMENT
AND
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
ORGANIZATION

Acton School Committee

Parker Harrison, Jr., Chairman	Term Expires 1965
M. Virginia Biggy, Secretary	Term Expires 1966
Albert W. Koch	Term Expires 1966
George E. Neagle	Term Expires 1965
Edwin W. Richter	Term Expires 1967
Thomas E. Wetherbee	Term Expires 1965

Acton-Boxborough Regional District School Committee

Joseph H. Hartshorn, Chairman	Term Expires 1965
Edwin W. Richter, Vice Chairman	Term Expires 1967
M. Virginia Biggy	Term Expires 1966
Leonard E. Ceglowski	Term Expires 1967
Parker Harrison, Jr.	Term Expires 1965
Albert W. Koch	Term Expires 1966
George E. Neagle	Term Expires 1965
Helen L. Rhodes	Term Expires 1966
Thomas E. Wetherbee	Term Expires 1965

Meetings of the School Committees

The Acton School Committee holds regular meetings on the first and third Mondays of each month and the Regional School Committee meets on the second and fourth Mondays. Both groups convene at the Acton-Boxborough Regional High School at 7:30 P. M.

Superintendent of Schools, William L. O'Connell Tel. 3-5737

Principals:

Julia L. McCarthy, Marion L. Towne Schools	
Alice F. Hayes	3-4982
Florence A. Merriam School	
Carolyn T. Douglas	3-2581
Acton-Boxborough Regional High School	
Raymond J. Grey	3-7738
Vice Principal, Acton-Boxborough Regional High School	
Arthur J. Hayes	3-7738
Director of Guidance, Ruth R. Proctor	3-7738
School Physician, Paul P. Gates, M. D.	3-5671
School Nurse, Janet Loughlin	3-7738
Director of Cafeterias, Barbara T. Parks	3-7977
Director of Transportation, Salvatore Lipomi	3-2581
Attendance Officer, David W. Scribner	3-5221

Secretaries:

Barbara Butler, Health Office	3-7738
Priscilla Felt, Superintendent's Office	3-5737
Dorothy Hansen, McCarthy, Towne Schools	3-4982
Molly Johnston, Superintendent's Office	3-5737
Jane Lewis, High School Principal's Office	3-7738

Clarke Lindfors, High School Principal's Office. 3-7738
 Mary Ott, Florence A. Merriam School. 3-2581
 Phyllis Sutherland, Guidance Office. 3-7738

Cafeteria Staffs:

Julia L. McCarthy, Marion L. Towne Schools: Martha Lowden, Manager; Gladys Cady, Emmie Corkum, Zita Jones, June Magoon, Constance McFarland, Marjorie Trebendis.

Florence A. Merriam School: Mary Tuttle, Manager; Eva Campbell, Alice Castelline, Evelyn Hill, Gerd Jordan, Meredith Lambert, Theresa Landry, Helen Weisel.

Acton-Boxborough Regional High School: Meimi Fullonton, Manager; Patricia Adams, Alberta Barron, Margaret Brennan, Veronica Brown, Anna D'Italia, Jean Galluzzo, Florence Lowd, Norman Newsham, Marion Osterhoudt, Christine Scribner.

Custodians:

Julia L. McCarthy, Marion L. Towne Schools: John Conquest and Peter Smoltees.

Florence A. Merriam School: Robert Graham and Paul Richardson.

Acton-Boxborough Regional High School: Emery Nelson, Head Custodian, All Schools; Edward Lowd, Nathan Roberts, Peter Ryan, and Russell Wolfe.

SCHOOL CALENDAR 1965-1966

Reopening of All Schools	January 4, 1965
Winter Recess	February 22-26
Spring Recess	April 19-23
Memorial Day	May 30
Graduation	June 11
Close of All Schools	June 22
Summer Recess	
Teachers' Meeting	September 7
Reopening of All Schools	September 8
Teachers' Convention	October 29
Veterans Day	November 11
Thanksgiving Recess	Noon, November 24, 25, 26
Christmas Holidays	December 23
Reopening of All Schools	January 3, 1966
Winter Recess	February 21-25
Spring Recess	April 18-22
Memorial Day	May 30
Graduation	June 10
Close of All Schools	June 21

NO SCHOOL SIGNAL

1-1-1-1	7:15 A. M.	No School Acton Public Schools, Grades 1-6
2-2-2-2	7:00 A. M.	No School All Schools All Day

REPORT OF THE SUPERINTENDENT OF SCHOOLS

To The School Committees and Citizens of Acton:

Herewith is presented my annual report as Superintendent of Schools for Acton and Acton-Boxborough Regional School District.

HOUSING

Nineteen hundred and sixty-four was an important year for the Acton School Committee and the Acton-Boxborough Regional District School Committee in starting to solve the classroom shortages in the Acton Public Schools and the Regional School District.

Ground was broken in October for the new Regional Junior High School, which should be completed by September, 1966. The building will house approximately 850 pupils in Grades 7, 8 and 9.

The Acton School Committee and the Acton Building Committee have progressed to the point where thirty-three acres of land have been purchased for school sites. Plans call for two elementary schools to be constructed on the West Acton land, and the possibility of a third one, pending approval of the School Building Assistance Commission. Ground should be broken for the first school in the spring of 1965, and the building ready for occupancy in September 1966. The School Committee will then initiate plans for the construction and equipping of a second elementary school, possibly in 1967.

It should be noted that State Aid for Construction for the Acton Public Schools has been reduced from 50% to 48.5% effective January 1, 1965. This reduction will not affect the elementary school scheduled for construction in 1965, as it was approved by the State prior to January 1, 1965. The Regional School District State Aid will remain at 65%, which is the maximum grant.

As each phase of the building program is completed, grade placements will change and the following schedule has been recommended by the Superintendent of Schools to the School Committees. The grade assignments are based on exact enrollments according to the latest census, October 1, 1964, and do not include any transfers of children into the schools during the next five years.

ACTON PUBLIC SCHOOLS

GRADE ASSIGNMENTS 1966 - 1969

September 1966

Total number of classrooms = 66.

New Elementary School	20
Merriam School	20
McCarthy School	12
Towne School	14 (5 not standard)

Enrollment

Grade 1	325)
2	340) 1000 divided by 25 = 40 classrooms
3	338)

Grade 4	311)	
5	262)	573 divided by 30 = 20 classrooms
6	275)	(New Junior High)
	<u>1851</u>	
Sp. Class	7	
	<u>1858</u>	

Special Classrooms Required = 2 reading
 1 special class
 1 speech
 1 teachers' room (Towne School)

Classrooms, regular = 60
 Special rooms = $\frac{5}{65}$

September 1967

Grade 1	325)	
2	325)	990 divided by 25 = 40 classrooms
3	340)	
4	338)	
5	311)	649 divided by 30 = 22 classrooms
6	262)	(new Junior High)
	<u>1901</u>	
Sp. Class	7	
	<u>1908</u>	

Total Classrooms Needed = 62
 Special rooms = $\frac{5}{67}$

September 1968

Grade 1	320)	
2	325)	970 divided by 25 = 40 classrooms
3	325)	
4	340)	
5	338)	678 divided by 30 = 23 classrooms
6	311)	(new Junior High)
	<u>1959</u>	
Sp. Class	7	
	<u>1966</u>	

Total Classrooms Needed = 63
 Special rooms = $\frac{5}{68}$

September 1969 - Second New Elementary School to Open

2	Elementary Schools on Flerra Land = 40 classrooms	
	Merriam School	20
	McCarthy School	<u>12</u>
		72

Towne School to house all sixth grades

Grade 1	325)	
2	325)	
3	325)	1640 divided by 25 = 65 classrooms
4	325)	
5	340)	
	<u>1640</u>	

Special Rooms - 2 remedial reading	2
Speech	1
Special Class	2
Kindergarten	2
	<u>72</u>

ACTON-BOXBOROUGH REGIONAL JUNIOR AND SENIOR HIGH SCHOOLS

GRADE ASSIGNMENTS 1966 - 1970

Junior High

Senior High

September 1966 (opening of Jr. H.)

Grade 7	284 (28 Box.)	Grade 9	269
8	282 (28 Box.)	10	231
6	275 (All Acton)	11	183
		12	<u>179</u>
	<u>841</u>		862

September 1967

Grade 7	315 (40 Box.)	Grade 9	282
8	284 (28 Box.)	10	269
6	262 (All Acton)	11	231
		12	<u>183</u>
	<u>861</u>		965

September 1968

Grade 7	295 (33 Box.)	Grade 9	284
8	315 (40 Box.)	10	282
6	311 (All Acton)	11	269
		12	<u>231</u>
	<u>921</u>		1066

September 1969

Grade 7	351 (40 Box.)	Grade 9	315
8	295 (33 Box.)	10	284
		11	282
		12	<u>269</u>
	<u>646</u>		1150

September 1970

Grade 7	372 (34 Box.)	Grade 9	295
8	351 (40 Box.)	10	315
		11	284
		12	<u>282</u>
	<u>723</u>		1176

TEACHERS' SALARIES

Both school budgets show a marked increase in Instruction, because of the recent State Law which increased the minimum teachers' salaries to \$5,000.00, effective September 1965. To compete with other fine school systems it is necessary to have an attractive salary sch-

edule to interest and retain the better teachers.

Listed below are the State minimums from 1945 to the present:

1945	1200.00	1958	3600.00
1949	2100.00	1959	4000.00 (effective 9/1/60)
1951	2300.00	1962	4500.00 (effective 1/1/63)
1952	2500.00	1965	5000.00 (effective 9/1/65)
1956	3000.00		

The Superintendent of Schools is continuously interviewing teacher candidates, both on the school premises and at colleges during the entire year. Our teacher turnover each year is similar to other towns, approximately 23%. Therefore, on the average thirty teachers are hired each year, either to replace members who have resigned or as additions to the staff because of increased enrollment.

At this time I should like to extend special thanks to Mrs. Anne H. Rimbach, who retired as Director of the Cafeterias, after fifteen years of loyal service to the Acton Public Schools and the Regional School District.

Mrs. Katherine P. Matsen, since 1951 a member of our faculty, retired this past December. Mrs. Matsen has been very conscientious and hard working, both as a fifth grade teacher and more recently as elementary school librarian.

Mr. Frank Wilson, a loyal and dedicated custodian at the High School, passed away during the year. We shall always remember him for his persistence in overcoming tremendous odds.

CONCLUSION

In closing I wish to express my appreciation to the School Committees and the various town boards that have worked so closely with the school department in solving some of our problems. Also, a word of thanks to all the personnel in the school department who have worked long hours to continue to offer the best possible education for our students.

Respectfully submitted,

WILLIAM L. O'CONNELL

Superintendent of Schools

* * * *

SCHOOL FINANCES - 1964

Received - To the Credit of Schools

State Aid for Transportation	\$ 45,823.25
State Aid for Public Schools.	127,572.64
Federal Aid.	18,439.00
Education of Handicapped.	<u>4,885.99</u>
	\$196,720.88

Appropriated, March, 1964:

Acton Public Schools	\$534,439.00	
Regional School District . . .	<u>475,156.86</u>	
		\$1,009,595.85

Total Amount Expended from Appropriations:

Acton Public Schools	\$528,689.73	
Regional School District . . .	<u>468,220.05</u>	
		\$996,909.78

Expended for Operation in 1964

	<u>High</u>	<u>Elementary</u>	<u>Total</u>
Instruction	\$393,091.77	\$417,957.92	\$ 811,049.69
Plant Operation and			
Maintenance	38,705.65	42,466.41	81,172.06
Non-Instructional	12,971.69	4,947.68	17,919.37
General Control	12,523.07	12,042.36	24,565.43
Blanchard Aud. Lease .	6,100.06	---	6,100.06
Contingencies	394.54	694.41	1,088.95
Transportation	<u>41,425.10</u>	<u>47,629.18</u>	<u>89,054.50</u>
	\$505,211.88	\$525,738.18	\$1,030,950.06*

*This figure includes expenditures from appropriation and federal Funds, and the regional transportation reimbursement for Acton.

Gross cost per high school pupil (1077)	469.10		
Gross cost per elemen- tary school pupil (1698)		309.62	
Gross cost per pupil (2775)			371.51
Gross Cost of Operation (as above)	\$505,211.88	\$525,738.18	\$1,030,950.06
Less State Receipts	<u>80,685.79</u>	<u>97,596.09</u>	<u>178,281.88</u>
	\$424,526.09	\$428,142.09	\$ 852,668.18

Net cost per high school pupil (1077)	394.18		
Net cost per elemen- tary school pupil (1698)		252.15	
Net cost per pupil (2775)			307.27

MAJOR ACHIEVEMENTS - 1964

Acton Public Schools

1. Purchase of land in West Acton for future elementary schools.
2. Preliminary plans for the construction and equipping of a twenty room elementary school (ground should be broken in Spring of 1965).
3. Adoption of modern mathematics in Grades 1, 2 and 3.
4. Introduction of McKee reading series in Grades 1, 2 and 3.
5. Appointment of a physical education instructor in the primary grades.

6. Music department string program extended to Grades 5 and 6.
7. Remedial reading program broadened in primary grades.
8. Sixth grade band selected to perform at the Massachusetts Music Educators Association Convention at New Bedford.

Acton-Boxborough Regional High School

1. Ground broken for the construction and equipping of a Regional Junior High School.
2. Appointment of Arthur J. Hayes as Principal of the new junior high school.
3. Courses added to high school curriculum: (a) BSCS - Biology, Science Curriculum Study, Grades 9, 10, 11; (b) Russian, Grades 11 and 12.
4. Introduction of music department string program in Grades 7 through 12.
5. Junior varsity football team winner of Dual County League.
6. Varsity baseball team winner of State Championship.
7. Experiment in academic classes, Grades 7 and 10. In Grade 7, class of thirty all girls, class of thirty all boys; in Grade 10, class of thirty all girls, twenty-five all boys.
8. The "Torch" (Yearbook), winner of first place in Columbia University Press Association competition.
9. Foreign student, Miss Nit Ton, from Thailand, fourth student to attend the Regional High School under the auspices of Acton-Boxborough Chapter of the American Field Service.

MEMBERS OF THE ACTON FACULTY

Superintendent of Schools, William L. O'Connell
Principal, McCarthy, Towne Schools, Alice F. Hayes
Principal, Merriam School, Carolyn T. Douglas

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Clara Ballantine	Western Reserve University	BS	I
Patricia Davis	Lesley College	BS	I
Catherine Donahue	Wheelock College	BS	I
Phyllis Foss	Fitchburg State College	BS	I
Louise Harzigian	Lowell State College	BS	I
Sheila Nee	College of Our Lady of the Elms	BA	I
Lois Nichols	Lowell State College	BS	I
Helene Sacks	Cornell University	BS	I
Ellen Sansone	Lesley College	BS	I
Carol Tolpa	Rhode Island College	BS	I
Judith Walker	Lesley College	BS	I
Dorothy Bunker	Jackson College	AB	II
Helen deCoste	Lesley College		II
Linda Desmarais	Boston University	BS	II

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Elizabeth Flint	Framingham State College	BS	II
Janice Fullonton	Fitchburg State College	BS	II
Anne Jones	Wellesley College	BA	II
Margery Lewis	University of Massachusetts	BA	II
Nancy Lyons	Ohio University	BS	II
Alice O'Hearn	Lowell State College	BS, M.Ed.	II
Angela Theodore	Boston University	BS	II
Madeline Viens	College of New Rochelle	AB	II
Margaret Barrett	Lowell State College	BS	III
Florence Betcher	Gordon College	BR Ed.	
	Boston University	M.Ed.	III
Carole Cochin	Boston University	BS	III
Jean Comstock	Wheelock College	BS	III
Eileen Gilroy	Lowell State College	BS	III
Carol Keenan	St. Lawrence University	AB	III
Mildred Kelly	Florence (S.C.) Teachers College	BS	III
Joan LeSage	Fitchburg State College	BS	III
Mary Marcotte	Lowell State College	BS	III
Donna Baranowski	Lowell State College	BS	IV
Shirley Brown	Lowell State College	BA	IV
Madeleine Kingston	Fitchburg State College	BS	IV
Marlene MacLeod	Boston University	BS	IV
Jean Messa	Jackson College	BA	IV
Janice Morgan	Fitchburg State College	BS, M.Ed.	IV
Susan Renhult	Jackson College	BA	IV
Jennie Richards	Lowell State College	BS	IV
	Harvard School of Ed.	M. Ed.	
Ruth Thompson	Lesley College	BS	IV
Dorothy Bonner	Middlebury College	AB	V
Camilla Chickering	Lesley College	BS	V
Ann Grant	Wellesley College	AB	V
Nancy Joslin	Mount Holyoke College	AB	V
	Boston University	M.Ed.	
Nancy Lapham	Lake Erie College	BA	
	Boston University	Ed.M.	V
Susan Neisuler	Boston University	BA	V
Paulette Rackow	Elmira College	BS	V
Nancy Wadsworth	Elmira College	BS	V
*Mary Zabierek	College of New Rochelle	AB	V
Louise Ewing	Westfield State College	BS	VI
Patricia Goodrich	Smith College	BA	VI
	Northeastern University	Ed.M.	
Jane Gottschalk	Pembroke College	AB	
	Harvard School of Ed.	M.Ed.	VI
Salvatore Lipomi	Lowell State College	BS	
	Tufts College	M.Ed.	VI
James Palavras	Boston University	BA	
	Fitchburg State College	M.Ed.	VI
Barbara Parker	Boston University	BS, M.Ed.	VI
Helen Smith	Smith College	BA	VI
Margaret Woodin	St. Mary's College (Indiana)	BA	VI

SPECIAL FIELDS

Ann Geikie	St. Lawrence University	BS	Physical Education
Linda Harding	Boston University	BM	Vocal Music

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Jeanne Haskell	Anna Maria College	BA	Vocal Music
Grace Leonard	University of Kentucky	BA,M.Ed.	Guidance
Clelia Lerro	Massachusetts College of Art	BFA	Art
Janet Loughlin	New England Deaconess Hospital	RN	Nurse
Agnes Manning	Salem State College	BS	Remedial Reading
Dorothy Mather	State College, West Chester, Pa.	BS	Physical Education
Katherine Matsen	Smith College	BA	Librarian
Kathleen Moulton	Regis College	BA	French
Julith Pennington	Manhattan School of Music	BM	String Music
Ruth Proctor	Radcliffe College	AB	Director of Guidance
George Revelas	Boston University	M.Ed.	Guidance
	Lowell State College	BS	Instrumental Music
Sara Ann Soracco	Boston College	BS	Opportunity Class
Albert Stonkus	Boston University	BS	Physical Education

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

District Superintendent, William L. O'Connell

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Raymond Grey	Tufts University	AB, MS	Principal
Arthur Hayes	University of Mississippi	BA	Vice
	Stanford University	MA	Principal
	Harvard University	AM	Social Studies
Ruth Proctor	Radcliffe College	AB	Director of
	Boston University	M. Ed.	Guidance
Stuart Adler	Cornell University	AB	Head of
	Boston University	M. E.	English Dept.
Janice Bacon	Smith College	BA	Mathematics
Charles Battit	Boston University	BA	Science
Jeanne Berard	University of Connecticut	BS	Home Econ- omics
Frank Blomberg	Springfield College	BS	
	University of Massachusetts	M. Ed.	Social Studies
Judith Bookbinder	Queens College	BA	Art
Margaret Boornazian	Burdett College		Business
Frances Borelli	Emmanuel College	BA	Science
Frances Boyle	Framingham State College	BS	Home Economics
Daniel Boylen	Boston University	BS,M.Ed.	Physical Education
Eleanor Brown	Wheaton College	BA	
	Boston University	M.Ed.	Guidance
Mary Campbell	Immaculata College	AB	Social Studies
Marietta Cannon	Emmanuel College	AB	
	Boston College	AM	Mathematics
Carolyn Carlson	Kutztown State College	BS	Mathematics
Robert Clever	University of Illinois	AB,M.Ed.	Guidance

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Robert Coan	Boston College	BA	
	Harvard School of Ed.	MAT	Social Studies
William Cumming	University of Maine	BS	Mathematics
Helen Detsch	Boston University	BS,M.Ed.	English
Pauline Farren	State College, East Stroudsburg, Pa.	BS	French
Marguerite Flood	Skidmore College	BA	English
Merrie Foote	Colorado College	BA	French
Alan Foresman	Fitchburg State College	BS,M.Ed.	Social Studies
Susan Frisbee	Newton College of the Sacred Heart	BA	English
Joanne Garduno	Radcliffe College	AB	Librarian
James Gifford	Springfield College	BS	Social Studies
Jo Anne Green	Wellesley College	BA	Latin
Priscilla Guyton	Smith College	BA	French
Gladys Henrikson	Wellesley College	BA	Social Studies
Francis Holahan	Fitchburg State College	BS	Industrial Art
Judyth Holton	Boston University	AB	English
Bert Hubley	University of Massachusetts	BS	Science
Mary Keefe	Emmanuel College	AB	Head of
	University of Pennsylvania	MS,Ed.	Math. Dept.
Theodora Kelley	Simmons College	BS	Social Studies
Mason King	Mass. Institute of Technology	BS	
	Harvard University	AMT	Science
Jeffrey Kowal	Boston University	BA	Science
Theresa LeBlanc	Stonehill College	AB	Art
Grace Leonard	University of Kentucky	BA, MA	Guidance
Constantine Limberakis	Boston University	BM	Director of Music
Judith Mack	Lawrence College	BA	English
Donald MacLeod	Boston University	AB	Science
Janet Mahoney	Simmons College	BS	English Speech
Robert Mahoney	Lowell Technological Institute	BS	Mathematics
Antoinette McAllister	Florida State University	AB	Spanish English
Lawrence McNulty	Boston University	BA,M.Ed.	Social Studies
Dorothy Mather	State College, West Chester, Pa.	BS	Physical Education
Robert Morris	Boston University	BA,MA	Head of Lang- uage Dept.
Ellen Newell	Wellesley College	AB	
	Harvard School of Ed.	AMT	English
William Petkewich	Salem State College	BS	
	Boston University	M.Ed.	Guidance
Jacqueline Phaneuf	Lowell State College	BS	
	University of New Hampshire	MA	French
Ray Pillivant	U. S. Military Academy	BS	
	George Washington University	MA	Mathematics
*Francis Pratt	Eastern Nazarene College	BS	Head of Social
	Harvard University	M. Ed.	Studies Dept.
George Revelas	Lowell State College	BS	Instrumental Music
Kristen Sage	Smith College	BA	English
Jane Shuffelton	Radcliffe College	AB	French
	Harvard School of Ed.	AMT	Russian
Isadore Stearns	University of Maine	BS	Physical Education
Ralph Stetson	Northeastern University		Industrial Arts

<u>Name</u>	<u>Professional Training</u>	<u>Degree</u>	<u>Grade</u>
Albert Stonkus	Boston University	BS	Physical Education
James Sullivan	Merrimack College	BA	Science
Dorothy Tuller	Boston University	BS, M.Ed.	Remedial Reading
*Caroline Vattes	Mass. College of Art	BS	
	Columbia University	MA	Art
Henry Wall	Salem State College	BS	
	Boston University	M. Ed.	Business
Beatrice Ziegler	Springfield College	BS	Science

*On leave of absence

REPORT OF THE HIGH SCHOOL PRINCIPAL

I am pleased to submit herewith my annual report as Principal of the Acton-Boxborough Regional High School

Grade	January	February	March	April	May	June
7	232	235	234	234	233	232
8	193	193	191	192	192	190
9	172	173	172	171	170	167
10	165	164	163	162	162	159
11	171	171	171	168	167	166
12	137	138	137	136	136	136
Post Graduate	1	1	1	1	1	1
Total	1071	1075	1069	1064	1061	1051

Grade	September	October	November	December
7	270	268	269	266
8	225	229	231	231
9	184	184	183	183
10	180	179	179	177
11	156	156	155	155
12	168	168	168	168
Post Graduate	1	1	1	1
Total	1184	1186	1186	1181

The secondary school curriculum seems to have undergone more changes in the past ten years than in any previous decade. The so-called explosion of knowledge, the dominance of science and technology, the need for greater international awareness and understanding, the pressures of college admissions, the constant barrage of criticism leveled at public education have been responsible for the curriculum changes within the secondary school. What changes are taking place at the Acton-Boxborough Regional High School?

A. Languages

1. Four years of French now available and in the next two years we feel that due to our offering French in grades 5, 6, 7, 8 that we shall be offering the equivalent of five years of French.
2. Three years of Spanish.

3. Two years of Russian may be elected.
4. We also offer four years of Latin.

B. Mathematics

1. We are in the process of making available Modern Mathematics to all students in grades 7 and 8.
2. All Algebra I students are now using Modern Algebra.
3. In the next three years, Geometry and Algebra II will change to Modern Mathematics Texts.
4. By 1966 we are planning to offer an "Advanced Placement" Senior Mathematics Course.
5. Department has had regular meetings to discuss offerings.

C. History

1. New Geography texts are being introduced in grade 7.
2. Problems of Democracy a grade 12 course has been changed to "American Government".

Our reason being that we feel that more seniors should take a course covering local, state and national government. We are also of the opinion that not all students should take the strenuous "International Relations" course.

D. Science

1. Modern Biology is being introduced in the form of the new Biology Science Curriculum Study Program and we have moved some of Biology to the grade nine level.
2. An "Advanced Biology" course is now in its second year.
3. By 1966 we hope to make this "Advanced Biology" an "Advanced Placement" course which will make it possible for students who are in the course to take the CEEB examination for college credit.

E. English

1. Spelling and vocabulary are being stressed in grades 7 and 8. We have purchased new texts in these areas.
2. Literature offerings have been improved and increased at the junior high level.
3. English department has been meeting regularly to evaluate composition work, literature offerings and grammar.

The improvement of curriculum is a principal's greatest challenge. Curriculum goals should be contemplated within the framework of school system policy and procedure and what is best for the students in the school. Changes in curriculum should not be instituted for the mere sake of change; for we must remember that they effect the students in our school.

May I express my appreciation to Mr. O'Connell, Superintendent of Schools, and to the School Committee for their cooperation and faith. I also wish to extend my gratitude to the faculty, guidance staff, secretarial staff, custodians and cafeteria group. I consider it a real privilege to be associated with a fine student-body.

Respectfully submitted,

RAYMOND J. GREY
Principal

* * * *

REPORT OF THE SCHOOL PHYSICIAN

January 15, 1965

Mr. William O'Connell
Superintendent of Schools
Acton, Massachusetts

Dear Mr. O'Connell:

The annual physical examinations were completed in November. Special examinations for students participating in organized athletics were conducted at the beginning of the school year. Parents were notified of orthopedic, dental, and medical problems as encountered.

In conjunction with the Board of Health, clinics were held for Tuberculin Testing, Diphtheria, Tetanus immunization and oral administration of poliomyelitis vaccine.

I wish to thank you, the townspeople, teachers and school and town nurses for their cooperation and assistance.

Respectfully submitted,

PAUL P. GATES, M. D.

* * * *

REPORT OF SCHOOL NURSE
from
January to December 1964, Inclusive

The annual screening of the total student body for hearing and vision difficulties has been completed. Retesting was done on all those who failed the initial test or were questionable. Parents of those who failed the retest were notified by mail.

<u>Vision</u>	<u>Hearing</u>
2738 - - tested - - -	2741
232 - - failed retest -	60

Genuine thanks are extended to Mrs. Larsen for the fine job of testing she did.

In March, Diphtheria Tetanus immunization was offered by the Board

of Health to grades 1, 5, 9 and special class. 384 or 51% of the eligible students received the booster. In November, protection was again offered to the same grades with the addition of grade 12, and 445 or 46% of these students were immunized.

Tuberculin testing, done during each school year, was not done during the 1964 calendar year. The last such clinic was held in November 1963 for grades 1, 4, 7 and 11; and the next is scheduled for March 1965.

Two Pre-School clinics were held during April. Of approximately 330 children to begin first grade in September, 85 received the physical examination by the school physician, Dr. Paul Gates.

Beginning the first full week of school and continuing into early November, Dr. Gates examined candidates for competitive athletics, including cheerleading, all students in grades 4, 7 and 10, and also those students who had not had an examination in the past three years. As required by law, parents were notified of any medical or dental defect. In addition, a special clinic was held August 26, at which time students wishing to participate in football practice the week prior to the opening of school, were examined by Dr. Gates. A total of 1160 pupils were examined.

During the past year daily visits to the three schools have covered sickness, communicable disease check and accidents. Of 277 reported accidents, 93 were covered by school insurance.

With nearly 3000 students, an effective health program is far from being a one person job. The secretaries in the several schools - Mrs. Hansen, Mrs. Ott and Mrs. Lewis have given invaluable help as First-Aiders, as did Mrs. Johnston before her transfer from the Health Office. Thanks also are extended to the administration, Dr. Gates and Mrs. Hale, whose help and cooperation have greatly contributed to a sound health program for the students of this community.

Respectfully submitted,

JANET B. LOUGHLIN, R. N.

* * * *

AGE AND GRADE DISTRIBUTION TABLE (October 1, 1964)

PRE-SCHOOL

Entering Class of

1970 1969 1968 1967 1966 1965 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total

Pre-School 153 248 258 317 303 323

Grade	36	282	18																		336
I		32	250				25			1											308
II			24				211	25		2											262
III							37	213		25	1										276
IV								34		194	24	2									254
V										32	190	28	2								252
VI										1	2			1	2						7

Opportunity Class

Elementary

1695

VII	24	170	41	8																		243
VIII		20	155	25	3																	203
IX			29	119	22	3																174
X			1	28	99																	163
XI					25																	146
XII																						151

Regional High School

1080

Acton Students Only

36 314 292 273 272 255 241 220 229 182 149 155 132 22 2 1 2775

GRADUATION EXERCISES

June 5, 1964

Salutatorian	Donald Shelley
Valedictorian	Richard Armstrong
Scholarship Awards:	
Acton-Boxborough Regional High School Alumni Association Scholarship	
Richard Armstrong	Rice University
Janet McLaughlin	Pembroke College
Blanchard Memorial Scholarship	
Barbara Custance	Vanderbilt University
Elizabeth Robinson	State College at Framingham
Jo Ann Hartshorn	University of Massachusetts
James Vinal	University of Massachusetts
Lorna Towne	Boston University
Acton Center Woman's Club Scholarship	
Stephen Smalley	University of Massachusetts
Acton Garden Club Scholarship	
Richard Bailey	Paul Smith's College
Acton Parent-Teacher Association Scholarship	
Maureen Wall	State College at Bridgewater
Acton Rotary Club Scholarship	
Andrea Gibson	Merrimack College
Donald Shelley	Clemson University
Acton Firemen's Association Scholarship	
Gail Fraser	Pacific University
Harry Gould	University of Massachusetts
Acton Lions Club Scholarship	
June Knight	Defiance College
Carmine Sarno	Boston College
Acton Teachers Association	
Deirdre McCullough	Northeastern University
John E. Donelan Scholarship	
Larry Roberts	University of Massachusetts
Irving S. Duren, Jr. Memorial Scholarship	
Donald Lindquist	Massachusetts Maritime Academy
Littleton Regional 4-H Scholarship	
Stephen Smalley	University of Massachusetts
Webber-Fiske Parent-Teachers Association Scholarship	
Maureen Wall	State College at Bridgewater
Edwards-Quimby Post No. 284 American Legion Medals	
Donald Shelley	Clemson University
Betsy McElvein	Middlebury College
Harvard Club of Concord Book Prize	
Edward Boyden	
Class of 1965	
Rensselaer-Polytechnic Institute Medal	
Donald Shelley	Clemson University
Bausch and Lomb Medal	
Donald Shelley	Clemson University
Daughters of the American Revolution Award	
Betsy McElvein	Middlebury College
Outstanding Senior of the Class of 1964	
Donald Shelley	
Award for Mathematics	
Donald Shelley	

National Honor Society Members:

Seniors: Ellen Andersen, Richard Armstrong, Robert Balmat, John Barrer,

Richard Beddoe, Laura Bouley, Barbara Custance, Andrea Gibson, Harry Gould, JoAnn Hartshorn, Caroline Horrocks, Andrew Kelly, June Knight, Sue Anne Lapierre, John MacPhee, Dierdre McCullough, Betsy McElvein, James McKenna, Janet McLaughlin, Karen Nylander, Pauline Oman, Donald Platine, Larry Roberts, Elizabeth Robinson, Donald Shelley, Dorothy Stewart, Kenneth Stowell, James Vinal, Maureen Wall, Marilyn Ward, David Westphalen.

Juniors: Susan Abbt, Cynthia Allen, Elizabeth Allred, John Barry, Martha Bean, Lynne Belmont, Mary Boardman, Edward Boyden, Donna Brumm, Jacqueline Davis, Vivian Erkkinen, Margaret Gregoritch, Beth Hartman, Elaine Iodice, Karen Jensen, Nancy Knight, Stephanie Lord, Linda Lowe, Barbara MacDonald, Thomas McPhee, Laraine Moland, Susan Ott, Barbara Preston, Helen Richardson, Sarah Schoch, Donna Shumaker, Frances Simeone, Charles Smart, Patricia Staples, Therese Wall, Geradee Westley, Steven Williamson.

CLASS OF 1964

Kenneth Walter Abbt	Gail Elizabeth Fraser
Frida Carolina Adams	Donald Phillip Gates
Dale Margaret Andersen	Andrea Jean Gibson
Ellen Christine Andersen	Virginia Ruth Gillmore
Richard Joseph Armstrong	Harry Paul Gould
Richard Paul Bailey	Larraine Elizabeth Granberg
Donna Sue Bakstran	Jeanne Marie Gubser
Robert Essebe Balmat	Cheryl Theresa Hammond
Sandra Kay Barnett	JoAnn Catherine Hartshorn
John Nicholas Barrer	Julian S. Hartwell
Michael Earl Barton	Amber Jane Hayward
Richard Anthony Barry	Susan Lee Hedin
Richard Alan Beddoe	Dianne Pauline Heyliger
Jacqueline Bonomini	Robert Kenneth Hill
Laura Anne Bouley	Nicola Marie Teresa Hnatio
William Millikin Bowen, Jr.	Henry Joseph Hogan, III
Stanley Broadbent	Caroline E. Horrocks
Judy Ann Brown	Albert Thomas Jenks
Lynne Wood Brown	Grace Anne Jones
Nancy Dorothy Chernak	Andrew Lee Kelly, Jr.
Grace Veronica Cobleigh	June Wynell Knight
Sheila Lynne Cobleigh	James Robert Krieger
Stephen Paul Cornwall	Sue Anne Lapierre
Joseph J. Coughlan	Marilyn Rita LeClerc
Patricia Ann Curtin	Donald Edwin Lindquist
Barbara Louise Custance	John Hugh Laviers Lloyd
Francis Joseph Dillon, III	David Alan Locke
Annette Gale Dionne	Shirley Ann Lowd
Patricia Ann D'Italia	Linda Gail MacLeod
Kenneth Barry Dobkin	John Paul MacPhee
Mark Tuttle Douglas	James Ralph MacRae
Daniel Francis Duddy	Bruce Crozier Macsata
Helen Frances Ey	Sandra Marie Manning
Stephen Arthur Feltus	Beverly Ann Mason
Edward Morrison Ferry, Jr.	Deirdre Margaret McCullough
David Clement Flint	Betsy McElvein
Christopher John Flynn	James Orrin McKenna
James Delmar Ford	Janet Lee McLaughlin
Michael Allen Foskett	John Thomas McNiff

David James McPhee
 Donald Godfrey McPherson
 Charles Vaughn Mesrobian
 Ian Adrian Millar
 Michael John Mitchell
 Sharon Ann Mitchell
 Cheryl Moore
 Lynda Warner Moulton
 Richard Paul Muise
 Judith Ann Mulvey
 Diane Linda Nedza
 Jane Ann Nelson
 Carolyn Ruth Newell
 Joyce Newman
 John Alan Nofle
 Karen Elizabeth Nylander
 Pauline Marie Oman
 David Anthony Palaima
 Vincent Arthur Paradis, Jr.
 Donald Gordon Platine
 Larry Gerald Prentiss
 Daniel Emerson Prowten
 Helen Claire Pryor
 Carl John Ribeiro
 John Eliot Richardson
 Pamela Jane Richter
 Lawrence Reeder Roberts
 Elizabeth Keith Robinson

Mitchelle Jeanne St. Martin
 Carmine Francis Sarno
 Cheryl Ann Schontag
 Stephen Conrad Schwarm
 Donald Winburn Shelley
 Stephen Allen Smalley
 Travis Laurence Smith
 Ursula Scot Spence
 Harold Richard Stanley
 David Dean Starr
 Dorothy Christine Stewart
 Kenneth Charles Stowell, Jr.
 James Mott Tinker
 Lucius Clark Tolman
 Lorna Ruth Towne
 Teresa Marie Antoinette Vanaria
 Lester Bixby Veenstra
 James Williams Vinal
 Maureen Anne Wall
 Barbara Kay Walsh
 Marilyn Jane Ward
 James Alfred Warren
 Susan Mills Watts
 Karl David Westphalen
 Dorothy Jean Wheeler
 Constance Whitcomb
 Valerie Anne Woodard
 John Patrick Young

SUMMARY OF PLACEMENT

CLASS OF 1964		
	No.	%
Four-year colleges	69	51.49
Junior colleges	9	6.72
Professional Schools of Nursing	3	2.24
Technical Schools	1	.75
Specialized Schools (business, vocational, etc.)	11	8.21
Preparatory Schools or P. G. Course	4	2.97
Work	20	14.93
Service	8	5.97
Marriage	3	2.24
Not Known	6	4.48
	134	100.00

Four-year Colleges:

American International College, Beloit College, Boston College, Boston University, Bouve-Boston School, State College at Bridgewater, Cardinal Cushing College, Case Institute of Technology, Clarkson College of Technology, Clemson College, Colby College, University of Colorado, Concordia Teachers College, The Defiance College, State College at Fitchburg, State College at Framingham, Ithaca College, Western Kentucky State College, Lesley College, Linfield College, Lycoming College, University of Massachusetts, Massachusetts College of Art, Massachusetts College of Pharmacy, Massachusetts Maritime Academy, Merrimack College, Middlebury College, Nasson College, University of New Hampshire, Northeastern University, Norwich University, Oberlin College, Pacific University, Pembroke College, Pratt

Institute, Purdue University, Rhode Island School of Design, Rice University, Springfield College, Tufts University, Vanderbilt University, Virginia Polytechnic Institute, Wheaton College (Mass.), Wheelock College, College of William and Mary, Worcester Polytechnic Institute.

Junior Colleges:

Cambridge Jr. College, Chamberlayne Jr. College, Fisher Jr. College, Paul Smith's College, Quinsigamond Community College, Worcester Jr. College.

Professional Schools of Nursing:

Lawrence Memorial Hospital, New England Baptist Hospital, Newton-Wellesley Hospital.

Technical Schools:

Greer Technical Institute, Wentworth Institute.

Specialized Schools:

Chamberlain School of Retailing, Chandler School for Women, Glen Cove Bible School, H. H. Ellis Regional Vocational Technical School, Mansfield Beauty Academy, Shepard-Gill School of Practical Nursing, Ward Schools, Westboro State Hospital School of Practical Nursing.

Private Preparatory Schools:

The Hinckley School, Newman Preparatory School.

ACTON PUBLIC SCHOOLS

Proposed Budget for 1965

January 1 - December 31, 1965

ADMINISTRATION

School Committee	\$	300.00
Salaries	11,900.00	
Conference Attendance	150.00	
Expendable Supplies	250.00	
Printing and Advertising	50.00	
Magazines, Books, Dues	150.00	
School Census	150.00	
Miscellaneous	450.00	

TOTAL ADMINISTRATION \$ 13,400.00

INSTRUCTION

Present Staff Salaries	\$425,861.00
Additional Staff Needed (3)	6,000.00
Substitutes	7,000.00
Conferences	300.00
Textbooks	6,862.00
Supplies	13,541.00
Miscellaneous	1,000.00

TOTAL INSTRUCTION \$460,564.00

PLANT OPERATION AND MAINTENANCE

Salaries.	\$ 21,160.00
Supplies.	3,000.00
Fuel.	6,500.00
Water.	475.00
Gas.	1,250.00
Electricity.	7,200.00
Rentals.	5,702.00
Telephones.	650.00
Maintenance Equipment.	5,000.00
Miscellaneous.	<u>1,000.00</u>

TOTAL PLANT OPERATION AND MAINTENANCE \$ 51,937.00

NON-INSTRUCTIONAL SERVICES

Libraries.	\$ 1,400.00
Salaries - Health Department.	4,200.00
Eye and Ear Tests.	400.00
Health Supplies.	150.00
Miscellaneous.	<u>300.00</u>

TOTAL NON-INSTRUCTIONAL SERVICES \$ 6,450.00

CAPITAL OUTLAY

Furniture-pupils' desks and chairs.	\$ 1,000.00
Music-Instruments and Equipment.	2,040.00
Miscellaneous.	<u>500.00</u>

TOTAL CAPITAL OUTLAY \$ 3,540.00

TRANSPORTATION

Pupil Transportation.	\$ 51,030.00
Field Trips.	1,000.00
Contingencies.	<u>1,950.00</u>

TOTAL TRANSPORTATION \$ 53,980.00

CONTINGENCY FUND

\$ 1,000.00

SUMMARY

ADMINISTRATION.	\$ 13,400.00
INSTRUCTION	460,564.00
PLANT OPERATION AND MAINTENANCE	51,937.00
NON-INSTRUCTIONAL SERVICES	6,450.00
CAPITAL OUTLAY.	3,540.00
TRANSPORTATION	53,980.00
CONTINGENCY FUND	<u>1,000.00</u>
	\$590,871.00

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICTProposed Budget for 1965ADMINISTRATION

School Committee.	\$ 400.00
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Salaries.	13,500.00
Conference Attendance.	150.00
Expendable Supplies.	400.00
Printing and Advertising	30.00
Magazines, Books, Dues	100.00
School Census	150.00
Related Insurance	183.00
Miscellaneous	900.00

TOTAL ADMINISTRATION \$ 15,813.00

INSTRUCTION

Present Staff Salaries. . . .	\$429,912.00
Additional Staff.	2,000.00
Sabbatical Leave Substitutes	4,000.00
Substitute Teachers.	3,000.00
Conferences and Travel. . . .	600.00
Related Insurance.	5,480.00
Miscellaneous.	1,000.00

Total Salaries and Related Expenses... 445,992.00

Textbooks

Art	\$ 100.00
Business	300.00
English	1,000.00
Guidance	150.00
Home Economics.	125.00
Industrial Arts	100.00
Languages	2,000.00
Mathematics.	1,000.00
Music	422.00
Orientation	80.00
Remedial Reading	200.00
Science	1,000.00
Social Studies	1,000.00
Supplementary Reading. . .	1,000.00
Miscellaneous	1,500.00

Total Textbooks 9,977.00

Instructional Supplies (Specific)

Art	\$ 1,400.00
Audio-Visual Aids	600.00
Business.	200.00
Guidance	1,000.00
Home Economics.	2,000.00
Industrial Arts	2,000.00
Mathematics	155.00
Health	450.00
Music	1,524.00
Physical Education.	700.00
Science	1,700.00

Total Supplies (Specific) 11,729.00
Instructional Supplies (General) 4,000.00

TOTAL EXPENSES OF INSTRUCTION \$471,698.00

OPERATION OF PLANT

Salaries	\$ 17,050.00
Supplies	3,500.00
Fuel	7,000.00
Water	350.00
Gas	625.00
Electricity	6,000.00
Plowing	1,000.00
Telephones	1,500.00
Related Insurance	488.00
Miscellaneous	<u>500.00</u>

TOTAL OPERATION OF PLANT \$ 38,013.00

MAINTENANCE OF PLANT

Instructional Equipment.	\$ 1,200.00
General Maintenance Equipment.	1,500.00
Replacements.	2,250.00
Miscellaneous.	<u>300.00</u>

TOTAL MAINTENANCE OF PLANT \$ 5,250.00

NON-INSTRUCTIONAL SERVICES

Library.	\$ 4,000.00
Salaries - Health Department.	4,200.00
Eye and Ear Tests.	200.00
Health Supplies.	150.00
Middlesex County Retirement System Assessment.	4,000.00
Insurance.	3,800.00
Related Insurance.	132.00
Miscellaneous.	<u>700.00</u>

TOTAL NON-INSTRUCTIONAL SERVICES \$ 17,182.00

OUTLAY

Music-Instruments and Equipment.	\$ 748.00
Miscellaneous.	<u>400.00</u>

TOTAL OUTLAY \$ 1,148.00

TRANSPORTATION

Pupil Transportation.	\$ 48,707.00
Field Trips.	700.00
Contingencies.	<u>2,800.00</u>

TOTAL TRANSPORTATION \$ 52,207.00

SPECIAL CHARGES

70% Blanchard Auditorium 1964 Operating Expense \$ 6,807.00

MISCELLANEOUS \$ 1,000.00

RECAPITULATION

Administration	\$ 15,813.00
Instruction	471,698.00

Operation of Plant	\$ 38,013.00
Maintenance of Plant	5,250.00
Non-Instructional Services	17,182.00
Outlay	1,148.00
Transportation	52,207.00
Special Charges	6,807.00
Miscellaneous	<u>1,000.00</u>

TOTAL MAINTENANCE AND OPERATION \$609,118.00

CAPITAL COST, DEBT SERVICE 303,860.00

NON-CLASSIFIED, SCHOOL ATHLETIC FUND 8,914.00

GRAND TOTAL \$921,892.00

GROSS OPERATING BUDGET	\$609,118.00	
Less (1) Bal. 1964 Op. Budget	7,614.49	
(2) 63-64 Transportation		
Reimbursement	<u>31,429.55</u>	<u>39,044.04</u>
		\$570,073.96

DEBT SERVICE

Interest	93,860.00	
Less: Accrued Interest (ABRJHS Bond Issue)	<u>1,219.17</u>	\$ 92,640.83
Maturing Debt	\$210,000.00	
Less: State Aid	128,600.00	
Bal. of Premium on Loan (ABRJHS Bond Issue)	<u>6,137.30</u>	\$ 75,262.70

NON-CLASSIFIED

School Athletic Fund	<u>8,914.00</u>
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TOTAL ASSESSMENT \$746,891.49

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

APPORTIONMENT OF THE CHARGES TO BE ASSESSED

AGAINST THE TOWNS OF ACTON AND BOXBOROUGH

YEAR 1965

ACTON

* Operating Expenses, 90.8% of \$554,431.51**	\$503,423.81
Cost of Transportation	41,472.00
Less Reimbursement (63-64)	<u>25,829.55</u>
Debt Service, 95% of \$167,903.53	159,508.35
Non-Classified, 90.8% of \$8,914.00	<u>8,093.91</u>
	\$686,668.52

BOXBOROUGH

* Operating Expenses, 9.2% of \$554,431.51**	\$ 51,007.70
Cost of Transportation	5,600.00
Less Reimbursement (63-64)	<u>5,600.00</u>
Debt Service, 5% of \$167,903.53	8,395.18

Non-Classified, 9.2% of \$8,914.00	\$ 820.09	\$ 60,222.97
		\$746,891.49
From SBAC		128,600.00
12/31/64 Balance (M and O) and Transportation Reimb. Premium on Loan, and Accrued Interest.		46,400.51
		\$921,892.00
* Acton Student Enrollment 10/1/64	1076	
Boxborough "	109	
	<u>1185</u>	
** Gross Operating Budget	\$609,118.00	
Less: 12/31/64 Balance	- 7,614.49	
Transportation <u>contract</u> amounts	- 47,072.00	
	\$554,431.51	

1965 MAINTENANCE AND OPERATION SCHOOL BUDGETS

Total appropriation recommended by Acton School Committee	\$590,871.00
Net amount requested by Acton- Boxborough Regional District School Committee	<u>519,066.00</u>
	\$1,109,937.00
Estimate of 1965 State Aid	<u>190,406.00</u>
Amount to be raised by local tax- ation for support of schools	\$ 919,531.00

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Treasurer's Report

December 31, 1964

Balance, December 31, 1963	\$100,692.23
Receipts, 1964:	
Town of Acton	\$652,775.50
Town of Boxborough	54,704.56
State Aid for Construction	165,485.89
Federal Aid	24,461.26
Transportation Reimbursement	31,429.55
Bond Issue	1,900,000.00
Premium on Loan	10,269.50
Accrued Interest on Loan	1,219.17
School Lunch	53,982.14
School Athletics	1,682.35
Federal Taxes	55,729.93
State Taxes	6,523.69
Teachers' Retirement	19,541.47
County Retirement	2,446.19
Teachers' Insurance	687.25
Blue Cross-Blue Shield	4,763.46
Group Life Insurance	456.92

Miscellaneous	\$ 1,823.40
Total Receipts	<u>\$2,987,982.23</u>
Total	\$3,088,674.46

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Treasurer's Report

December 31, 1964

Disbursements, 1964

Maintenance and Operation:

General Control	\$ 13,467.26
Instruction	430,413.72
Operation of Plant	36,403.63
Maintenance	4,225.36
Non-Instructional Services	14,238.96
Outlay	4,027.49
Transportation	46,204.00
Blanchard Auditorium Lease	6,696.00
Miscellaneous	586.09
Construction	282,172.91
Payment on Principal	110,000.00
Interest on Debt	34,355.00
Premium on Loan	4,132.20
Land Acquisition	11,804.10
School Lunch	54,458.98
School Athletics	10,258.91
Federal Taxes	55,729.93
State Taxes	6,470.13
Teachers' Retirement	19,541.47
County Retirement	2,446.19
Teachers' Insurance	687.25
Blue Cross-Blue Shield	4,763.46
Group Life Insurance	456.92
Federal Aid	<u>4,845.54</u>
Total Disbursements	\$1,158,385.50
Balance December 31, 1964	<u>1,930,288.96</u>
	\$3,088,674.46

PRISCILLA FELT

Treasurer

* * * *

REPORT OF THE ARCHIVES COMMITTEE

To The Honorable Board of Selectmen:

During the year 1964 the Committee has met several times. For the most part the activities have been of a routine nature in connection with compiling records and papers of the Town.

The Committee has received numerous letters of inquiry during the year in regard to old houses, families, churches and things that have historical value.

A paper in regard to the history of "The Iron Works Farm and The Jones Tavern in Acton" written by Robert Harrington Nylander of West Acton will be bound and then placed in the Archives of the Town.

A list of the various Town monuments and locations of historical value has been compiled for the Massachusetts Historical Commission.

Respectfully submitted,

FREDERICK S. KENNEDY
JOYCE H. WOODHEAD
DAVID L. MAY

* * * *

REPORT OF THE BOARD OF APPEALS

To The Honorable Board of Selectmen:

The Acton Board of Appeals held ten (10) public hearings during the year 1964 on the following matters:

- A. Permits for earth removal
Granted - 2; Denied - 0
- B. Permits for specific uses and exceptions
Granted - 1; Denied - 1
- C. Variances from the requirements of the Protective Zoning By-Law
Granted - 2; Denied - 4

Respectfully submitted,

WILLIAM C. SAWYER
HERSCHEL N. HADLEY
HAYWARD S. HOUGHTON

* * * *

REPORT OF THE BUILDING COMMITTEE

To The Honorable Board of Selectmen:

During the year 1964 the Acton Building Committee worked on the following projects:

1. Acton Police Station

The construction contract was awarded to the Crowley Realty Corporation, the low bidder for \$90,783.00. The Police Station is scheduled to be completed by March, 1965 with exception of the landscaping.

2. Library Addition

The working drawings for the Library Addition are to be completed by early February, 1965 and the drawings will be sent to Washington, D. C. for approval. The town of Acton has been declared eligible for Federal aid towards the erection of the Library Addition. This project is scheduled to be released for bidding of construction contract in April, 1965.

3. Elementary School

The working drawings for the new Elementary School are scheduled to be completed by April, 1965. This project will go out for bidding of construction contract as soon as the working drawings are approved.

Respectfully submitted,

ARNOLD MERCIER, Chairman
LLOYD PRIEST
JOSEPH COBB
FRANK ARMS
EDWARD COLLINS, Police Chief
MARVIN TOLF, Library Committee
EDWIN RICHTER, School Committee

* * * *

REPORT OF THE BUILDING INSPECTOR

To The Honorable Board of Selectmen:

<u>Areas</u>	<u>No. of Permits</u>	<u>Estimated Cost</u>
Residential		
Single Dwellings	123	\$2,496,150.00
Multiple Family Dwellings	6 Bldgs. - 35 Units	231,000.00
Additions, Repairs and Residential Garages	116	160,515.00
Municipal Nature		
Police Station	1	90,783.00
Junior High School	1	1,776,000.00
Church Building	1	80,000.00
Public Utility Bldg.	1	18,500.00
Swimming Pools	11	20,300.00
Business and Industry	7	100,650.00
Total		\$4,973,898.00

Receipts

Fees For Permits

\$ 4,703.60

<u>Violations of Zoning and Building Laws</u>	<u>No.</u>	<u>Action</u>
Unguarded Swimming Pools	10	2 Uncorrected 5 Corrected 3 Removed
Zoning Law Violations	3	2 Pending 1 Corrected
Below Standard Chimneys	3	2 Corrected 1 Pending
Porches, without permits	2	2 Corrected
Foundations, without permits	2	2 Corrected
Shed, too near line	1	1 Moved
Shed, too large for no permit	1	1 Permit Issued
Occupancy Permit Violations	16	10 Corrected 6 Pending
Insufficient Fund Checks	2	2 Covered
Unlicensed Signs	5	2 Removed 3 Licensed

Respectfully submitted,

KENNETH E. JEWELL
Building Inspector

* * * *

REPORT OF THE CEMETERY COMMISSIONERS

To The Honorable Board of Selectmen:

The amount of money collected by this department and turned over to the Town Treasurer will be found itemized in his report, as will the amount collected for the annual care of lots not under perpetual care. We again wish to point out to all lot owners who do not have perpetual care on their lots that bills for the care of these lots will be committed to the Town Collector for collection.

There were 50 interments made during the year, 12 non-resident and 38 resident burials.

In Woodlawn Cemetery an area was graded, seeded and a space made available for 128 single grave spaces. The surface drainage project has been continued this year by adding two more catch basins and connecting them into the main drainage lines. Plans have been made to improve another section in this cemetery by grading, seeding, building a retaining wall on a high bank, and rebuilding the wall around Captain Robbins' lot on Concord Road.

In Mt. Hope Cemetery the stumps have been removed and two sections have been graded and seeded and laid out into lots. Also another section has been laid out for single grave interment.

Due to the damage caused by the recent ice storm, several large trees in Woodlawn and Mt. Hope Cemeteries will have to be cut down and replaced by new trees.

The first serious case of vandalism in the Acton Cemeteries occurred this year in Woodlawn Cemetery, when several valuable monuments were disfigured, and the matter has been turned over to the Police Department for investigation, as this is a very serious offense and is

punishable under the law. Due to this act of vandalism the Cemetery Commissioners voted to have the cemetery gates locked at the close of the working hours in an attempt to keep cars out of the cemeteries after closing hours.

Mr. Harry E. Holt who has been a member of the Cemetery Commissioners since 1939 decided not to run for re-election this year and the other members of the Board wish him well in his retirement.

Respectfully submitted,

HARLAN E. TUTTLE

HOWARD F. JONES

HARRY E. HOLT

Cemetery Commissioners

* * * *

REPORT OF THE CONSERVATION COMMISSION

To The Honorable Board of Selectmen:

1964 has seen notable progress made within the Town in the interests of conservation. During the Patriots' Day celebration on April 19, 1964, Mr. Brewster Conant, of Evanston, Illinois, granted an easement to the Town covering a strip of land along the Isaac Davis Trail extending from Main Street to Route 2A. Efforts are continuing to acquire easements along the rest of the Trail.

The Commission received its first piece of land by gift, approximately two acres, from Mr. John B. Finigan of Concord. The piece is in South Acton along a tributary of Fort Pond Brook. Mr. Harold Keizer, of Concord, deeded an easement to a piece of land along Fort Pond Brook in West Acton, to the Town.

During the year, the Commission has discussed land purchases with four townspeople. One parcel of approximately 12 acres was rejected because the asking price was not considered warranted by its conservation value. An option agreement has been entered into with Mr. Crimens Pacy for the purchase of approximately 13 acres adjoining the Town Forest in West Acton. Two other prospective land purchases are still under negotiation.

The Commission had acquired acetate transparencies of the maps prepared by the Soil Conservation Service, Department of Agriculture, from which copies of these maps may be made. These maps may also be used in multiple overlays to assist the Town in determining the soil characteristics of any piece of land in town.

In conjunction with the Planning Board, the Commission has prepared a zoning article for the establishment of a wetlands district along Fort Pond Brook. It is hoped that this article is passed by the Town Meeting and that the district will be extended to Nashoba Brook in the future.

President Johnson included a strong appeal for conservation in his State of the Union message this year. It is the hope of the Conservation Commission that this appeal will be heard and responded to by the citizens of Acton and the rest of the Nation.

ROBERT J. ELLIS, Chairman

JOHN A. JEFFERIES, JR.

KENNETH E. JEWELL

WILLIAM L. KINGMAN

MRS. DAVID L. MAY

JAMES SHEPARD

DAVID P. TINKER

REPORT OF THE CIVIL DEFENSE AGENCY

To The Honorable Board of Selectmen:

Principal in the activities of the Civil Defense Agency during 1964 has been the task of qualifying the Town of Acton for participation in Federal Matching Funds Programs. This has been accomplished and an application for firefighters coats and boots under this program has also been approved by Federal Civil Defense who will contribute one half of the cost of this equipment. This purchase was authorized by the Annual Town Meeting of 1962 and the procurement will be completed in 1965.

The Highway and Engineering Departments also benefited by this financial assistance program by procuring material and equipment from Civil Defense surplus property at very nominal costs.

Robert F. Guba, communications officer, has been responsible for the continued operation and growth of the communications section of Acton Civil Defense. Through his efforts, Acton has attained an excellent record of participation in Civil Defense communications tests. Acton now has a communications link with Massachusetts Civil Defense on both the 2-meter and 6-meter band.

Although Acton is generally qualified to participate in Federal financial assistance programs, communications projects are singularly excepted. The communications center at the Julia McCarthy School does not have sufficient protection against nuclear fallout to meet the required Federal standards. Improvement in this situation will be of prime importance in the program for the coming year.

Other programs not currently implemented are Medical and Auxiliary Police. Participation in these phases of Civil Defense are programmed for 1965 and the assistance and cooperation of the Health and Police Departments has been assured.

Respectfully submitted,

JOHN F. McLAUGHLIN
Director

* * * *

REPORT OF THE DOG OFFICER

To The Honorable Board of Selectmen:

Calls and complaints handled	249
Stray dogs picked up	38
Dogs disposed of	5
Dogs returned to owners	33

Respectfully submitted,

CARL W. FLINT

* * * *

REPORT OF THE TRUSTEES OF THE
ELIZABETH WHITE FUND

For Year Ending December 31, 1964

The trustees of this fund have signed orders to the Town Treasurer totaling \$725.00, (Seven hundred and twenty-five dollars).

Respectfully submitted,

HAZEL P. VOSE
ELEANOR P. WILSON
HELEN B. WOOD

Trustees of the Elizabeth White Fund

* * * *

REPORT OF THE ENGINEERING DEPARTMENT

To The Honorable Board of Selectmen:

During the year 1964 the Engineering Department worked on the following projects:

1) For the Board of Selectmen:

- a) The Preparation of Preliminary plans for proposed construction of: High Street Relocation near Powdermill Road, Martin Street, Fort Pond Brook culvert and additional town offices on second floor of Town Hall.
- b) The preparation of drainage plans, profiles and easements for various construction projects to be performed by town forces.

2) For the Planning Board:

- a) Reviewing and checking preliminary and definitive plans and construction inspection of the following subdivisions:
 - Broadview Farm Estates off High Street
 - Thoreau Park, off Laws Brook Road
 - Houghton Park, off Arlington Street
 - Stonehedge, off Coughlin Street
 - Prospect Acres, off Prospect Street
 - Patriots Hill, off Hayward Road
- b) Continued construction inspection of:
 - Flagg Hill Estates Section III and IV off Summer Street
 - Minuteman Ridge off Massachusetts Avenue and Hayward Rd.
 - Evergreen Heights off Newtown Road
 - Meadow Brook off Hosmer Street
 - Colonial Acres off Willow Street
 - Crestwood Acres off Central Street
 - Revolutionary Ridge off Prospect Street
- c) Reviewing and checking preliminary and/or definitive plans of proposed subdivisions:
 - Conant Park proposed extension of Acton Manor
 - Chadwick Park off River Street
 - Parker Village off Parker Street

Concordian Heights off School and River Streets

- d) Preparation of Proposed Wet District Map.
- e) Updating of Zoning Map
- f) Assisting building inspector as necessary
- g) Keeping and filing of all plans.

3) For the Board of Assessors:

- a) Continued the development of the Tax Maps:

400 scale work sheets	100%	complete
200 and 100 scale work sheets	86%	"
200 and 100 scale milars	66%	"
File cards	60%	"

4) For the Board of Health:

- a) Determination of High Water Elevations for review of septic system designs.

5) For the School Committee:

- a) Inspection of land for possible school sites.

6) For the Fire Department:

- a) Updating and renewing of the department's town map.

7) For the Highway Department:

- a) Field layout and grade of the following drainage projects:
 - Central Street at Pearl Street
 - Arlington Street at Spruce Street
 - Forest Road at Whittier Drive
 - Central Street at Nash Road
 - Elm Street at Quaboag Road
 - Main Street just south of Acton Center

In April of 1964 the Engineering Department lost the Assistant Town Engineer when Lewis Bowker resigned to accept the job of Town Engineer in Wayland.

In July of 1964 Fred K. Hanack, Town Engineer resigned to accept the job of Superintendent of Public Works in Dartmouth, Massachusetts.

In October of 1964 the Board of Selectmen hired John Dowd to assume the responsibilities of Town Engineer.

David Abbt has been hired by the Department as Engineering Assistant.

Respectfully submitted,

JOHN J. DOWD
Town Engineer

* * * *

REPORT OF THE FIRE DEPARTMENT

To The Honorable Board of Selectmen:

I herewith submit my thirty-second annual report of the Fire Department for the year ending December 31, 1964.

Total number of alarms responded to are as follows:

Residential.	18
Non-Residential.	1
Mercantile.	1
Manufacturing.	6
Miscellaneous.	4
Grass and Brush.	62
Automobile, etc.	25
False Alarms.	13
Smoke scares and accidental alarms.	21
Accidents and emergencies.	72
Out of Town.	19
	<u>242</u>

Loss to Buildings.	\$ 28,065.00
Loss to Contents.	106,714.00
Loss to Automobiles.	<u>3,825.00</u>
Total Loss	\$138,604.00
Insurance Paid on Losses	133,767.75

Permits Issued:

Oil and Power Burners.	104
Bottled Gas.	14
Blasting.	39
Open Air Fires.	1474
Inspections and investigations.	1080
	<u>2711</u>

Collected

Permits	\$ 77.00
Station Rental.	745.00
Testing Water Mains	66.00
Labor Burning.	25.00
Collected on accident.	<u>54.00</u>
	\$967.00

The seven permanent firefighters started work last April and have proved very beneficial to the efficiency and operation of the department. We are now able to keep the apparatus, buildings and other equipment in first class condition. They will be very helpful in conducting school fire drills, inspections of mercantile, manufacturing, churches, schools and nursing homes, which will also acquaint them with the layout of these buildings to do a better job in case of fire. These men will also attend schools from time to time to better equip themselves.

Upon receiving the resignation of Fire Alarm Operator, Frederic W. Rimback, due to illness, it became necessary to employ new fire alarm operators. After much consideration and planning it was decided that

the most economical and efficient way to take care of the required 24 hour service was to hire 3 men working a 24 hour on and 48 hours off shift. This system was installed the first of November and is working very satisfactorily. Not only do we have 24 hour coverage at one station, but I believe that people who have had the occasion to call the Department recently have discovered the difference in the response.

Article 12

This Article to replace the ladder truck at South Acton. A new truck has been ordered with delivery date in June, 1965. This will be a 75 foot aerial ladder, modern and up to date in every way.

Article 13

The fire alarm and boxes installed on Spruce Street and Kinsley Road.

Fire Alarm Boxes installed by Town or others:

Box # 12 on Concord Road @ Hosmer Street
 Box #2212 on High Street @ Faulkner Hill Road
 Box #2213 on High Street @ Valley Road
 Box #2214 on High Street @ Traftons
 Box #2215 on High Street @ Fletcher Cor.
 Box # 228 on Independence Road
 Box #2228 on Broadway Street
 Box #2512 on Piper Road
 Box #2522 on Parker Street at Brookside Circle
 Box #2526 on Lawsbrook Road @ Old Colony Lane
 Box # 329 on Kinsley Road
 Box #3442 on Spruce Street
 Box # 353 on Hayward Road @ Captain Brown's Lane

1965 Program

Stabilization Fund -- \$7,000.00

Fire Alarm Extension

Nash Road - One Box

Kelley Road & Beverly Road - One Box

New Cruiser for Fire Chief

Overhaul and Repair Engine #3

With the exception of Engine #3 which needs overhauling, the balance of the equipment is in good condition. Many minor repairs and adjustments have been taken care of this year by the full-time men on duty.

In closing, I wish to thank the fire fighters and auxiliary for their co-operation throughout the year. I also wish to thank the Board of Selectmen, the Finance Committee, Personnel Board, the Clerical Staff at the Town Hall, and all others who have contributed to the support and operation of the Fire Department.

Respectfully submitted,

H. STUART MacGREGOR

REPORT OF THE TRUSTEES OF THE GOODNOW FUND

For the year ending December 31, 1964

INVESTMENTS

Charlestown Savings Bank	\$ 465.54	
Concord Co-operative Bank	<u>3,000.00</u>	\$3,465.54

RECEIPTS

Charlestown Savings Bank	19.76	
Concord Co-operative Bank	<u>120.94</u>	140.70

EXPENDITURES

Treasurer of the Evangelical Church in Acton	120.70	
Town of Acton for the perpetual care of Goodnow Lot in Woodlawn Cemetery	<u>20.00</u>	140.70

Respectfully submitted,

THELMA L. BOATMAN, TR.
CLARK C. McELVEIN
JAMES N. GATES

Trustees of Goodnow Fund

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REPORT OF THE BOARD OF HEALTH

To The Honorable Board of Selectmen:

PERSONNEL

Resignations caused the following changes in personnel:

<u>Resignations and Dates</u>	<u>Replaced By</u>
Martin J. Duggan, R. N. July 1, 1964	Dr. J. Huston Westover, M.D.
Robert C. Heustis, R.S. Sept. 14, 1964	Warren M. McFague

"Marty" Duggan has faithfully served the Town as a board member for many years (13 years) and as a part-time agent for the past seven years. Robert Heustis served as a board member for seven years and resigned in order to accept employment as Agent for the Board. Dr. Westover is a partner of Acton Medical Associates and known by most townspeople. Warren McFague is an administrative officer with the U. S. Public Health Service.

ENVIRONMENTAL HEALTH

The board, through its agent, town nurse, inspectors and contractors provides both supervisory and direct service in the areas of garbage collection, mosquito control, milk and food sanitation, housing, personal hygiene, health education, water supplies and sewage disposal. Accountable functions are as follows:

<u>Inspections</u>	<u>Number</u>
Food Handling Establishments	35
Nursing and Rest Homes	2
Schools and Kindergartens	13
Swimming Pools	4
Slaughtering Inspections	None
Nurse Visits for Sick Care	1,524

Maintaining Environmental Sanitation is one of the particular responsibilities of the Public Health Board. In a growing community, such as ours, problems must be met and anticipated particularly with reference to sewage disposal, milk and food sanitation, control of insects and animals that are disease carriers, and finally, control of nuisances. Part of this is accomplished by rigidly managed stipulative licensing of all new construction, and the other part necessitates the continued reinspection of operating facilities and of old properties constructed under previous sanitation rules. No community dare relax its health precautions because certain diseases such as typhoid, dysentery and encephalitis occur whenever appropriate safeguards are ignored. Similarly, the zoonoses or animal diseases, many of which can be transmitted to man, must be guarded against and controlled, including rabies, tuberculosis, brucellosis, trichinosis and numerous others. Prophylactic immunizations in the population must be maintained to prevent tetanus, smallpox, whooping cough, diphtheria and poliomyelitis. Hopefully, still more diseases can be fully controlled in the future by immunization techniques.

Related to the problem of health is the problem of community housekeeping. Old cars, tumbledown buildings, trash and ill-kept properties attract and provide a direct danger to children, and create breeding places for vermin and insects which may harm humans. Public spirit and responsibility which keep the town clean, tidy and attractive support the general attitude which needs to be both socially responsible and health-promoting. The Board of Health strongly wishes to promote excellent community housekeeping and solicits the support of all the people of the town. No health program will be fully successful without individual cooperation. The rewards for a good program, in health and happiness, are great.

NEW REGULATIONS

The State of Massachusetts has enacted three new regulations to be enforced by the Board.

1. Rules and Regulations relative to Eating and Drinking Establishments.
2. Rules and Regulations for Day Care Services for Children.
3. Article 6, Minimum Standards for Swimming Pools.

CLINICS

Clinics were conducted with the aid of State and local agencies, others with the co-operation of the School Department.

Dental examination and treatment clinics were conducted by Dr. McQueen, D.D.M. at his office.

<u>Clinics</u>	<u>No. of Persons</u>	<u>Amount Collected</u>
Dental Clinic	85	\$ 14.50
Diphtheria-Tetanus Booster Program	384 (March) 435 (November)	159.50
Adult "Make-up" Polio Clinic	191 doses	26.50
Tuberculin Testing Clinic	34	none
T.B. X-Ray Clinic	237	<u>70.10</u>
Total Collected from Clinics		\$270.60

MENTAL HEALTH

We are aware that communities share responsibility to bring modern and diagnosis treatment to those afflicted with mental illness. State and local agencies, as well as private psychiatrists, provide mental health care. Our community must, for the future be sure that services are both available and adequate. Further consideration may be given during the coming year to the possibility, now legally per-
missable, for the Town to help support certain area mental health facilities to help needy citizens.

Communicable Disease - Cases Reported

Chicken Pox	79
Infectious Hepatitis.	none
Infectious Mononucleosis.	1
Measles 7 Day.	6
German Measles.	125
Mumps.	40
Salmonella Infections.	1
Scarlet Fever.	10
Syphilis.	2
Gonorrhea.	2
Tuberculosis (Committed).	none
" (Non-infectious).	4

Other Cases Reported

Dog Bites.	15
Cat Bite.	<u>1</u>
Total Cases	283

BIRTHS

Premature Births.	10
Births-reported in Acton.	1

DEATHS

Infant.	none
Other.	30

Mortality Rate * 2.9 per 1000

PERMITS, LICENSES AND FEES

	<u>Number Issued</u>	<u>Total Collected</u>
Burial Permits	30	
Catering Permits	1	
Kindergarten & Nursery Schools	8	
Offal Transport.	9	
Overnight Cabins and Camps.	3	
Massage License.	1	
Methyl Alcohol.	11	
Milk Store License.	25	
Milk Dealers License.	12.	\$ 110.50
Plumbing Permits.	192.	2,095.50
Gas Permits.	165.	1,265.50
Sewage Works Permits.		865.00
New.	132	
Repairs & Alterations.	30	
 Paid Visits by Town Nurse		 794.50
 Total Transferred to Town Treasurer		 \$5,672.20

* Total Acton population estimated to be 10,500 persons.

Respectfully submitted,

JAY S. GRUMBLING P.E., Chairman
J. HUSTON WESTOVER, M.D.
WARREN McFAGUE

Board of Health

ROBERT C. HEUSTIS, R.S., Agent
EILEEN F. HALE, R.N., Town Nurse

EDWARD J. HIGGINS
Slaughtering Inspector

JOSEPH G. PERRY
Plumbing Inspector

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REPORT OF THE INDUSTRIAL DEVELOPMENT COMMISSION

Although 1964 was not without disappointment to industrial development in Acton, it also had its bright aspects.

The decision of the managements of Brand-Rex and Technology Instrument Corporation to move their facilities out of Massachusetts was a hard one for Acton. The Industrial Development Commission contacted both concerns and was assured that their relationships with the Town were excellent and had nothing to do with their leaving. Although these vacancies do not cause any immediate loss of tax income to the Town, they do increase the amount of unused industrial real estate.

Until the last day of the 1964 Legislative session, we thought we would be successful in having a portion of the Reformatory Farm returned to productive, private use. Our bill was passed by both the

Senate and the House, but the Governor failed to sign it, thereby destroying its passage under his pocket veto power. Representatives Eaton and Fletcher worked hard and fruitfully on this bill in the House and deserve the Town's gratitude.

We were happy to have twenty-four acres of land located on School Street rezoned for light industrial use. We hope to see building there in 1965. A development, intangible, but important, has been the bettering of our relationships with those influential in attracting good industry to Acton. We are in weekly contact with industrial realtors, industrial location men of the public utilities and transportation companies, and location people from firms seeking industrial sites. Acton is well known to those who are working with industry in the search for new plant sites.

It seems to us that Acton is still paying the penalty of having a divided highway run through the Town without getting any of the benefits. Because we have no good available industrial land directly adjacent to Rte#2 we have again filed, through Representative John Eaton, a bill to have part of the Reformatory Farm released to private industrial use.

Respectfully submitted,

RICHARD J. O'NEIL
FREDERICK H. BUBIER
ALLEN M. CHRISTOFFERSON
STEPHEN E. LORD
PAUL M. McPHERSON
RALPH C. MORSE

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REPORT OF THE INSPECTOR OF ANIMALS

To The Honorable Board of Selectmen:

Premises inspected	25
Cows	109
Young Cattle	26
Bulls	3
Beef Cattle	11
Swine	0
Sheep	9
Goats	0
Horses & Ponies	45
Dog Bites	45
Dogs Quarantined	45

Respectfully submitted,

CARL W. FLINT

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REPORT OF THE INSPECTOR OF WIRES

To The Honorable Board of Selectmen:

Two Hundred Twenty permits were issued. The sum of One Thousand Eight Hundred Fifty Two dollars and Forty Five cents, (\$1,852.45) was collected in fees for these permits, and turned over to the Treasurer.

Respectfully submitted,

LESLIE F. PARKE
Inspector of Wires

REPORT OF THE INSURANCE COMMITTEE

To The Honorable Board of Selectmen:

We have just submitted our budget for the year 1965 and are happy to announce that we have been able to reduce the requests for funds by approximately \$1,000. over the previous year. This is partially due to the introduction of a deductible under the Fire Schedule earlier this year and partly because certain three year policies do not have an anniversary date during the coming year. There are certain additions that will have to be made in the course of the year and as nearly as we can see the additions will pertain to adding the new police station to the Fire Schedule, and we have made an allowance of an additional \$52.00 for the Boiler Insurance in this same building.

In the area of recommendations we have two: One is that you increase the Property Damage Liability Limits for the Motor Vehicles belonging to the town from \$5,000 to \$10,000 at an increase cost estimated at \$90.00. The costs of Motor Vehicles and other structures that can be damaged by motor vehicles have all increased gradually over the years and we strongly recommend that this increase be instituted. We have made allowances for the payment of this premium in our budget for the coming year.

We have just received notice that a new statute has been passed in the State of Massachusetts requiring municipalities and towns to indemnify teachers and other town employees for their personal liability in case a student or other member of the public is injured as a result of their negligence. This is necessary because this type of personal liability falls in between all of the current commercial liability policies and the personal liability policies available to the teachers and employees. Insurance to protect the town in this area is available but it is too soon to know just what the solution will be, and as soon as we have definite recommendations in this area we will notify you. On October 5th, we notified the Superintendent of Schools of this legislation and shall hope that before very long we can have an answer for you. It should not involve a great deal of additional cost to the town but the former policy may have to be revised slightly to include coverage in the area operations of town employees rather than purely liability in connection with the ownership of town buildings which the present policy covers. Conceivably, this could increase the premium as much as \$200. or \$300. due to the change of form but it is so new that we did not feel it proper to include a definite budget request to provide this protection.

Respectfully submitted,

THOMAS MOTLEY
RAYMOND A. GALLANT
CHARLES M. MacRAE
THERON LOWDEN

* * * *

REPORT OF THE TRUSTEES OF THE ACTON MEMORIAL LIBRARY

To The Honorable Board of Selectmen:

In 1964, the townspeople voted to bring adequate modern library facilities to Acton by building an addition to the Acton Memorial Library, a gift to the town in 1889 from Mr. William A. Wilde, which has served the town for three quarters of a century. Working drawings are nearing the final stages and ground will be broken in the spring. The new library facilities will be serving all of Acton in late 1965. This tremendously important project has required the thoughtful assistance and wholehearted cooperation of many public spirited citizens. The Board of Trustees wishes to express appreciation to members of the Finance Committee, the Building Committee, the School Committee, the Selectmen, the Friends of the Acton Libraries and the many other interested citizens who gave their support and encouragement.

The Trustees have filed application for Federal Aid to Libraries and have received favorable indications that Acton may receive a grant toward the improvement of the building currently planned.

Designs for the addition were only one of many activities for the Board of Trustees this year. There were twenty scheduled meetings in contrast with four meetings a year held not too many years ago. Service to the public was improved by increasing the number of hours the library is open by 14%.

The book collection has been strengthened by doubling to two hundred the number of books received under a rental plan which gives the library a constantly renewed selection of up to the minute, best selling fiction and non-fiction. Ninety per cent of these books are in circulation at all times, proving their popularity. Approximately one hundred reference books recommended by the American Library Association were purchased including sets of Scientific, Historical and Biographical Encyclopedias. Sixteen new subscriptions were added to our periodical collection. Two hundred thirty two books were added to our shelves by gifts from citizens of Acton. To all donors we express our thanks.

Reading lists for all public school grades, whenever provided, were considered in the purchase of books. The Trustees offer full co-operation with the schools and all other groups, in selecting books to best meet the wide fields of interest of our citizens of all ages. As new books were added to the library collection, our circulation increased, roughly doubling every five years. (In 1959, circulation was 44,052; in 1964, circulation was 87,750.) The Trustees commend our Library Staff for their service throughout the year as the increased demand for books has called for a greater effort on their part to serve the public well.

The Trustees have better defined and improved library policies and service objectives during the year. Papers were signed linking the Acton Memorial Library with the Eastern Massachusetts Regional Library System. When completely organized and staffed, the Regional System will make the resources of the larger public libraries in the Eastern section of Massachusetts easily available to the citizens of Acton at no extra cost. Our Staff has been improved through training opportunity at the University of New Hampshire. The Trustees and Staff have been represented at all major meetings of the Massachusetts Library Association.

The Friends of the Acton Libraries have helped to improve library service by providing an average of ten hours of volunteer work per week. The Friends have, also, conducted story hours for pre-school and first grade children. Through the generosity of many people in donating copies of the National Geographic Magazine, the Friends were able to trade with book dealers until a complete set of National Geographics from 1914 to date has been assembled and bound into permanent covers.

The Acton Garden Club again provided beautiful floral arrangements, replaced each week. The Patrons, Staff and Trustees are especially grateful for this added touch of beauty.

A special recognition and appreciation is noted for the services of Mr. Richard Sawdo who has each week given his time and talent to expertly rebinding and repairing of worn but valuable books.

The Trustees accepted, with sincere regret, the resignation of Mr. Frank Garbarino. He had served the library for ten years as Trustee and was Chairman of the Board for three years. Mr. Garbarino was the first Trustee to recognize the need for additional space in the library. He did all of the original spade work in planning for the new building, finding facts and figures which were the basis for the new plans. The Trustees wish to thank him for his guidance and help throughout his years of service to the library and the town.

1964 has been a year of progress in many directions for the Acton Memorial Library. We look forward to even greater advances in library service to the town as the new year comes. The added facilities provided by the addition will result in a tremendously increased library opportunity offered to all citizens of Acton.

Respectfully submitted,

LOUISE GARDINER, Chairman
 RICHARD A. BODGE
 A. FRANK GARBARINO
 DUDLEY F. HOWE
 FLORENCE MERRIAM
 DORIS H. PETERSON
 RAYMOND A. SHAMEL
 MARVIN L. TOLF
 EARLE W. TUTTLE

Trustees

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LIBRARIAN'S REPORT

To The Honorable Board of Selectmen:

LIBRARY HOURS

Monday through Friday	1 - 6 and 7 - 9 P.M.
Saturday	1 - 6 P.M.

STAFF

Marian L. Piper, Librarian
 Marion M. Armstrong, Library Assistant
 Edna R. Custance, General Assistant
 Frances Collins, General Assistant
 Dorothy Reichle, General Assistant
 Julie W. Custance, Custodian

ACCESSION

Number of volumes in the Library Jan. 1, 1964	20,633
Increase by purchase	1,771
Increase by gift	232
Withdrawn	162
	<hr/>
Number of volumes in the Library Jan. 1, 1965	22,474
 Fines Collected in 1964	 \$2,054.49

CIRCULATION

		1963	1964
1959	44,052		
1960	50,145	Fiction 28,067	32,254
1961	52,757	Non-Fiction 15,154	19,756
1962	64,415	Juvenile 30,012	35,840
		<hr/>	<hr/>
		Total 73,233	87,850

Respectfully submitted,

MARIAN L. PIPER
 Librarian

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REPORT OF THE CITIZENS LIBRARY ASSOCIATION OF WEST ACTON

To The Honorable Board of Selectmen:

Board of Trustees

James Kinsley
 Barbara Nylander, Chairman
 Percival Wood, Secretary

Library Hours

Monday 7 - 9 P.M.
 Tuesday 3 - 6 P.M.
 Thursday 3 - 5 P.M.

Thelma G. Hermes

Librarian

Accession

Number of volumes in Library Jan. 1, 1964	5,212
Increase by purchase	78
Increase by gift	941
Withdrawn	480
	<hr/>
Number of volumes in Library Jan. 1, 1965	5,751

Circulation in 1964:

Fiction	1,694
Non-fiction	1,351
Juvenile	<u>2,853</u>
Total	5,898

Circulation in 1963:

4,643

Receipts

Fines and Miscellaneous

\$116.01

Circulation in 1964 increased more than 25% over the previous year. A significant portion of the increase was in adult patronage, resulting from the fact that the library was open Monday nights for the first time through a full year. Good stocks of material from the various school required reading lists were maintained and there was extensive use of the library by students.

The Board of Trustees and I wish to thank the Friends of the Acton Libraries, the Acton Memorial Library and all individuals who have contributed books and magazines.

Respectfully submitted,

THELMA G. HERMES
Librarian

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REPORT OF THE SUPERINTENDENT OF MOTH WORK

To The Honorable Board of Selectmen:

The Department removed 54 diseased Elms this year on town property. There are about 10 remaining diseased Elms to be removed before April 1965.

A Foliage spray for the control of leaf feeding insects was applied in June. A private contractor was hired to do the work this year. A law was passed by the legislature requiring all applicators of pesticides to be licensed. Your superintendent is the only member of the department holding a license at present.

Respectfully submitted,

FRANKLIN H. CHARTER
Superintendent of Moth Work

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REPORT OF THE PERSONNEL BOARD

To The Honorable Board of Selectmen:

The Personnel Board is unanimous in support of the 4% general increase for "Covered" employees. We feel this is necessary to keep our people in their respective relative position in the State.

We are also recommending that the Personnel By-Law be amended to give an employee a day off when a holiday falls on his scheduled day off.

During the year we have met with most of the departments in the Town on personnel problems.

Respectfully submitted,

WILLIAM H. KEMP, Chairman
CLYDE J. HORNE
LYMAN H. GOFF
DONALD L. LORING
WILBUR J. TOLMAN, Secretary

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REPORT OF THE PLANNING BOARD

To The Honorable Board of Selectmen:

The year 1964 has been an active one for the Planning Board. Because of proposed amendments to the Zoning Bylaw, many additional meetings were necessary in addition to the regular meetings held the second and fourth Mondays of each month at the Acton Center Fire Station.

Under the administration of the Subdivision control law, the following new subdivisions were approved during the year.

Broadview Farm Estates	South Acton
Thoreau Park	South Acton
Houghton Park	West Acton
Stonehedge	Acton Center
Prospect Acres	South Acton
Patriots Hill	Acton Center

We found the subdividers anxious to co-operate in working toward the continuance of our subdivision standards. Your Board has made on-the-ground inspections with the Town Engineer checking lay-outs, inspecting roads for Town acceptance, and viewing our ever present drainage problem.

Due to the pressure of business, Mr. William Veazey was forced to resign from the Board in September. Mr. Richard Janson was elected to fill the vacancy. Mr. John Loring resigned upon his election as Selectman, and Mrs. Donald Perkins was elected to the Board. To both these men, our thanks for their wise counsel. We were saddened by the death of Charles Judd Farley whose many years of experience on the Board were invaluable to its findings.

During the year the Planning Board has met with the Boards of

Selectmen, Health, Finance, and the Industrial and Conservation Commissions on mutual problems. Former Town Engineer, Fred Hanack, was present at all Planning Board Meetings and his able successor, John Dowd, is continuing the practice.

In the interest of better Town Government the Planning Board makes the following recommendations:

1. The Town adopt a Wetlands District to restrict residential building on the submarginal land along Fort Pond Brook and its tributaries.
2. The Town adopt a Shopping Center Bylaw to control the establishment of Shopping Centers in the Town.
3. The practice of a Special Town Meeting in the fall, preferably in November, be continued.
4. The Town again consider the appointment of an Executive Secretary or Town Manager to co-ordinate the various Town functions.

We wish to thank the various Boards, Committees and Departments of the Town for their co-operation during the past year.

Respectfully submitted,

DAVID P. TINKER, Chairman
LEONARD E. RAE, Clerk
BEATRICE C. PERKINS
RICHARD C. JANSON

* * * *

REPORT OF THE POLICE DEPARTMENT

This report includes all arrests and prosecutions, report on Motor Vehicle accidents, bicycles registrations, houses checked while people are on vacation, parking violations, defective equipment tags, telephone calls received and sent, and other items.

ARREST AND PROSECUTIONS FOR THE FOLLOWING OFFENSES:

Abandoning a Motor Vehicle.	1
Alcoholic Beverage in Motor Vehicle Being a Minor. . .	1
Allowing Improper Person to Operate a Motor Vehicle. .	3
Allowing Unregistered Motor Vehicle to be Operated. .	1
Altering Motor Vehicle License.	1
Assault and Battery.	1
Attaching Plates.	2
Attempted Larceny.	2
Begetting.	1
Breaking and Entering and Larceny in the Night-time. .	3
Drunk.	29
Failure to Obey Railroad Signal.	2
Failing to Stop for a Police Officer.	5
Failing to Use Care.	2
Following too Close.	1
Fraudulent Check.	2
Going Away after causing Property Damage.	4
Hiring a Minor to Operate a Motor Vehicle.	1
Impersonating a Police Officer.	1

Junking without a License.	1
Larceny.	20
Law of the Road.	7
Malicious Injury to Property.	2
Malicious Destruction of Property.	4
No License in Possession.	3
Non-Payment of Wages.	7
Non-Support.	3
No Registration in Possession.	3
Operating after Suspension of License.	7
Operating after Revocation of License.	2
Operating an Uninspected Motor Vehicle.	15
Operating an Uninsured Motor Vehicle.	10
Operating an Unregistered Motor Vehicle.	14
Operating so as to Endanger.	31
Operating Under the Influence of Intoxicating Liquor. .	19
Parking Violation.	3
Possession of Marihuana.	1
Receiving Stolen Property-	1
Red Light.	17
School Bus Violations.	12
Selling Mortgaged Property.	2
Speeding.	370
Spilling.	2
Stop Sign.	46
Trespassing.	4
Trucking on Sunday.	1
Vagrant.	1
Delinquent Child - Assault & Battery	1
Delinquent Child - Alcoholic Beverage in Motor Vehicle.	1
Delinquent Child - Attaching Plates.	1
Delinquent Child - Defective Equipment.	1
Delinquent Child - Driving without a License.	4
Delinquent Child - Habitual School Offender.	1
Delinquent Child - Larceny.	3
Delinquent Child - Law of the Road.	2
Delinquent Child - Operating Uninspected Motor Vehicle .	1
Delinquent Child - Operating Uninsured Motor Vehicle .	3
Delinquent Child - Operating Unregistered Motor Vehicle.	3
Delinquent Child - Operating so as to Endanger.	1
Delinquent Child - Refusing to Stop for a Police Officer.	1
Delinquent Child - Speeding.	5
Delinquent Child - Stubborn Child.	1
Delinquent Child - Using Motor Vehicle without Authority.	4

MOTOR VEHICLE ACCIDENT REPORT:

	1963	1964
Total Number of Accidents covered by the Department	156	124
Number of Occupants injured	74	55
Number of Occupants Killed.	0	1
Number of Pedestrians Injured.	7	6
Bicyclists Injured.	0	1

MISCELLANEOUS STATISTICS:

Bicycles Registered.	158
Complaints Received and Investigated.	202
Cruiser Ambulance Trips to Acton Medical Center.	13
Cruiser Ambulance Trips to Emerson Hospital.	112
Cruiser Ambulance Trips to Metropolitan State Hospital. . .	4

Defective Equipment Tags Issued	27
Doors found unlocked in buildings and places of Business . .	39
Electric Wires Down and reported to Edison.	28
Emergencies Answered.	131
Fire Alarms Answered.	81
Motorists Assisted by Patrol.	44
Motor Vehicles checked by Night Patrol.	232
Night-time Parking Tickets	123
Property Check, Slips left at request of owner	899
Street Lights out, Reported to Edison	255
Summonses Sent Out for Service.	269
Summonses Served.	374
Telephone Calls - Incoming	5487
Telephone Calls - Outgoing	2142
Times Resuscitator was used.	26
Total Number of Arrests made.	49
Traffic Lights out and Reported to Department of Public Work	39

There were 1155 Motor Vehicles checked by the Department of Traffic or Motor Vehicle violations for which operators received verbal warning, summonses to appear in Court, or had the violation reported to the Registrar for action.

FATALS:

One Fatal automobile accident

CRUISERS:

I have recommended to the Board of Selectmen that both Cruisers be traded in 1965.

RADIOS:

I have also recommended that both cruiser radios be traded this year.

In closing I would like to thank all the members of my Department who worked with me in carrying out the duties of the Police Department during the year and to all others who assisted us I am grateful.

Respectfully submitted,

EDWARD J. COLLINS
Chief of Police

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PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE REPORT

To The Honorable Board of Selectmen:

The Committee has worked to improve the observance of patriotic holidays and to promote interest in the proud history of our town.

The highlights of our activities in 1964 are as follows:

THE CAPTAIN ISAAC DAVIS BALL
April 18, 1964 - The Blanchard Auditorium

The Second Annual Captain Isaac Davis Ball, sponsored by The Acton Lions Club, The Public Ceremonies & Celebrations Committee, and the Acton Minutemen was a very successful gala pre-Patriots Day social event. The Acton Minutemen presented an intermission program demonstrating the early American manual of arms and marching formations. The National Lancers, the historic mounted bodyguard of the Governor of the Commonwealth, attended the Ball in addition to notable official visitors from several surrounding communities. Proceeds of the Ball were donated to the Acton Lions Club Educational Fund, providing money for two scholarships and for the ABRHS Science Fair.

REENACTMENT OF THE DR. PRESCOTT - JOHN ROBBINS RIDE
1:00 A.M. April 19, 1964

This third reenactment of the Dr. Prescott-John Robbins Ride took place immediately after The Captain Isaac Davis Ball. It was on the same time schedule as the original event. Dr. Seymour A. DiMare, portraying Dr. Prescott, arrived at Minuteman Captain Robbin's homesite on Old Concord Road at 1 A.M. bringing the first alarm to Acton, "Captain Robbins, Captain Robbins, the Regulars are coming!" Young John Robbins, son of Captain Joseph Robbins, as portrayed by William Rodday, then quickly mounted and galloped off to take the alarm to the Captain Davis home and then on to the Captain Simon Hunt home, Acton's famous Liberty Tree House. The present owner, Marguerite White, served delicious refreshments and hot coffee to the crowd that followed the reenactment of this historic Acton ride. We express the appreciation of the town for this typical Acton Hospitality extended to a much larger crowd again this year.

THE PETER GRAY FLAG

The Peter Gray Flag, in honor and remembrance of Commander Peter Gray III, was given to the Town of Concord by The James J. Mansfield Post 158, of The American Legion, Dr. Francis J. McDonald, Commander, with specific arrangements for its presentation to Acton, and its participation in public events. It was first flown by Mrs. Peter Gray near the Old North Bridge on April 19th, as part of Concord's observance of Patriots Day.

On April 20th this flag was presented to Acton; and as a most memorable portion of Acton's Patriots Day Program, Mrs. Gray and her son, Peter Gray IV, raised The Peter Gray Flag at the Captain Isaac Davis homesite, in honor and remembrance of husband and father who was killed in line of military duty in December 1963. This flag is given to the care and custody of Mrs. Peter Gray, but is to be flown by the Town with appropriate ceremonies on each patriotic holiday. This is the first flag ever to be flown at both the Old North Bridge and The Captain Isaac Davis Homesite.

In appreciation of this fine recognition of Acton's Commander Peter Gray, Acton presented to Concord a beautiful "Captain Isaac Davis Flag" to be placed in the care and custody of The James J. Mansfield Post of The American Legion and to be flown in honor of a Concord soldier.

PATRIOTS DAY PROGRAM

April 20, 1964

6:00 A.M..At The Captain Isaac Davis Home - Hayward Road

Acton's celebration of Patriots Day centers around the retracing of The Line of March of The Acton Minutemen of 1775 who, under the command of Captain Isaac Davis, left the Davis homesite on April 19th, 1775 at 6:45 A.M. and marched to the Muster Field at Concord near the Old North Bridge. Here Captain Isaac Davis's immortal words, "I haven't a man that is afraid to go", resulted in the placing of The Acton Minutemen at the head of the line which met the British at the Old North Bridge and returned their fire with "the shot heard 'round the world" in the first successful organized military resistance to the British Arms, and the beginning of The American Revolution.

Highlights of the 6:00 A.M. Program were martial music by The Acton-Boxborough Regional High School Band, Mr. Constantine Limberakis directing; Opening prayer by Rev. Roger Wootton; Welcome by R. A. Shamel; The Peter Gray Flag raising by Mrs. Peter Gray and Peter Gray IV; Singing of The Star Spangled Banner by Mr. Philip Morrison; An address by Governor Endicott Peabody; Placing of a wreath honoring the 1775 Minutemen by Girl Scouts Lynnda Gubser, Jeanne Gubser and Virginia Brennan and a prayer by Rev. Father Thomas H. McNamara followed by a flintlock musket salute by The Acton Minutemen. The presentation of a beautiful parade flag to The Acton Minutemen on behalf of the Townspeople by Mr. Arthur Lee, Chairman of the Board of Selectmen was followed by a Patriots Day Address by Mr. Brewster Conant and the beginning of the Retracing of the Line of March to the Old North Bridge.

7 A.M. Program at Acton Center

Flag Raising by Mr. Ivan Wold, original Isaac Davis Trail Scout Leader, and Mrs. Robert Hunt, Regent, Capt. Isaac Davis Chapter D.A.R. Welcome to Citizens of Littleton by Selectman Arthur Lee. Response by Mr. Herbert Pratt, Chairman of Board of Selectmen, Littleton. An Address by Governor Endicott Peabody. Placing of wreath by Miss Betsy McElvein, 1964 Good Citizenship award winner, assisted by Lucille Hayward Cunningham, D.A.R. Prayer by J. Gary Campbell. Music by The Littleton High School Band, Mr. John Walker, Director. Continuation of the march to the Old North Bridge.

Muster Field Program

Music by the ABRHS Band. Meeting with the marchers from Carlisle. Welcome by Mr. Edwin Small, Director of the Minuteman National Park Project, and by Mr. R. J. Rodday, Chairman, Concord Board of Selectmen. Response by Messrs. Arthur Lee of Acton, George Meehan of Carlisle, and Herbert Pratt of Littleton. Address by Governor Endicott Peabody. Music by the Littleton High School Band. The 1775 Story. Minuteman march to Old North Bridge. The shot heard round the world. Death of Captain Isaac Davis. Pilgrimage to the Old North Bridge. Singing of Patriotic Songs led by Philip Morrison, with music by the Acton and Littleton High School Bands.

Acton Open House

2 P.M. to 5 P.M. Awarding of scrolls to marchers. Display of Isaac Davis Plow at the Town Hall. Display of the Captain Davis sword, the James Hayward Powder Horn at the Memorial Library. Display of the President Kennedy Inaugural Bible by T. Acton Fitzgerald at the Library. Display of Antiques of Early Acton by The Acton Historical Society and delicious refreshments by the Acton Woman's Club.

At the conclusion of his Patriots Day Address, Mr. Brewster Conant announced the granting of an easement by himself and his wife to the Town of Acton for the use of their land along the Line of March of The Acton Minutemen for purposes of Public Celebrations on Patriots Day and Independence Day.

In 1964, for the first time, the Retracing of the Line of March of The Acton Minutemen proceeded from the Muster Field over the causeway to the Old North Bridge. Permission was granted by Concord and The Minuteman National Park Project for the temporary removal of the iron fence behind the Minuteman Statue of Captain Isaac Davis so that the more accurate historic route could be followed. Later in the year National Park archaeologists found the 1775 stone road directly under the route followed by the 1964 patriots day marchers.

MEMORIAL DAY 1964

Prior to Memorial Day the Committee purchased for the Acton Cemeteries geraniums and flags for all Veterans' graves. They were distributed to the proper graves through the kind efforts of the Acton Cemetery Department and its Superintendent, Fred S. Kennedy, assisted by the Acton Boy Scouts. The members of the Acton Cemetery Department and the Acton Highway Department were both very cooperative and helpful in the preparation of the cemeteries and the route of the parade.

On Sunday afternoon May 24, 1964 the Marching Unit of the Acton Minutemen and Members of the Edwards-Quimby Post #284 American Legion gathered in the cemetery in North Acton to pay tribute to the Veterans and other citizens of Acton who are buried in that small but impressive cemetery. The invocation was given by Rev. Justin J. Hartman. A wreath was placed by the Boy Scouts and Cub Scouts, and the Minutemen fired three volleys.

At 4 p.m. on the same day the Committee sponsored an inter-faith ceremony to commemorate Memorial Sunday. This service was held in the Auditorium of the Acton-Boxborough Regional High School. Six members of the Catholic and Protestant clergy of Acton participated in the ceremony. The music was provided by the combined choirs of the St. Matthews Methodist Church and the West Acton Baptist Church. The committee is grateful to Mr. and Mrs. Russell Hayward for the use of their electronic organ for the ceremony. The Memorial Sunday message was given by Commander Milton U. Ray ChC USN of the First Naval District in Boston.

On Memorial Day from 8:00 to 8:30 a.m. Mrs. Justin J. Hartman played the Chimes of the Acton Congregational Church. The parade formed in Acton Center at 8:00 a.m. under the direction of Mr. E. Wilson Bursaw, the Marshal. His aides were Sumner D. Zimmer, Theron A. Lowden, Fred S. Kennedy, and Arthur P. Charbonneau. The following groups were in the line of march: The Colors and the Color Guard, Edwards-Quimby Post #284 American Legion and their Auxiliary, the Board of Selectmen, the Acton-Boxborough Regional High School band under the direction of Mr. C. Limberakis, the Sergeant-at-arms, Paul

K. Zimmer and the Wreath Bearers consisting of Boy Scouts, Cub Scouts, Girl Scouts and Brownies, Veterans of the Army, Air Force, Coast Guard, and Navy, the Marching Unit of the Acton Minutemen, The Acton Fire Department, the Acton-Boxborough Regional Junior High School Band under the direction of Mr. George Doren (this was their premier marching performance), the Boy Scouts, the Cub Scouts, the Brownies, and the Girl Scouts.

At the services in front of the Town Hall Rev. Father Thomas H. McNamara offered the invocation and wreaths were placed on the respective monuments in honor of all the deceased veterans of Acton of all wars. The Parade proceeded to the Woodlawn Cemetery where similar services were held with Rev. Roger W. Wootton offering the invocation.

From Woodlawn Cemetery the parade was transported in buses to South Acton for the next segment of the parade, reforming in the South Acton Shopping Center parking lot and proceeding along Main St. to Quimby Sq. In Quimby Sq. Rev. H. J. Kotila gave the invocation. A wreath was placed in honor of Private Howard L. Quimby who was the first soldier from Acton to give his life in World War I. A Detail of Acton Naval Reservists marched over the bridge to cast a floral spray into the waters of Fort Pond Brook as a token of memory to all Naval, Marine and Coast Guard personnel from Acton who have given the supreme sacrifice. The Spray Bearers were Boy Scouts Scott Carr and Douglas Carr, sons of the late Cdr. Robert T. Carr. The parade proceeded to the South Acton Fire House for a coffee break which was served to all the marchers by the Junior Guild of the South Acton Congregational Church under the chairmanship of the President, Mrs. Alberta Knight.

Once more the parade was transported by buses to the Mt. Hope Cemetery where a wreath was placed in honor of all veterans who are buried in that cemetery. The invocation was given by Rev. Deane Lanphear. The parade then marched to Edwards Square.

In Edwards Square the parade formed around the Mead Triangle. A wreath was placed in honor of Private Sidney Edwards and the invocation was given by Rev. Dean Starr. At exactly noon Mrs. Peter Gray with the aid of the Explorer Scouts posted the Peter Gray Flag to the top of the mast and taps were played followed by the singing of the National Anthem led by Mr. Philip Morrison. The ceremony was concluded with the benediction given by Rev. J. Gary Campbell. From noon until 12:30 p.m. Mrs. Philip Morrison played the chimes of the West Acton Baptist Church.

At each of the five ceremonies three volleys were fired by a Firing Squad from the Marching Unit of the Acton Minutemen. The Hymns were played by the Acton-Boxborough Regional High School Band and its members played taps and its echo.

FREEDOM FOUNDATION AWARD ATTEMPT

An invitation was received to submit a report of our Patriots Day activities to the Freedom Foundation for consideration, along with hundreds of others, for possible recognition. It was decided to submit for a town award based on Acton's town-wide participation in Patriots Day.

A book of about 40 leaves of 11 x 14" size was prepared telling the story of Acton's Patriots Day in prose and pictures. The art work was done by Mrs. Edward Noyes, much of the photographic work was done by Mr. Leonard Lester, and the phrasing by Mr. Ray Shamel. A second portion of this book contained letters from Governor Endicott Peabody, State Director of Civil Defense, Dan Finn, Archivist of the Commonwealth, Dr. Richard Hale, Selectmen from surrounding towns, officers of patriotic organizations, clergy, scout officials, newspaper editors, and many other interested citizens, expressing their approbation of Acton's Patriots Day Program.

A second book of newspaper size was prepared containing newspaper articles, pictures, and editorials in regard to Patriots Day 1964. Newspaper coverage of previous Patriots Days in Acton back to 1961 was included as background material. This book also included sample scrolls, marchers' signature cards, appreciation awards, and other printed material used in connection with Patriots Day. The art work in this book was done by Mrs. Thomas Silverberg. Among others who helped in this project are Miss Florence Merriam, Mr. and Mrs. Ray Walsh, Mrs. Robert Wylie, Mrs. Robert Hunt, Mrs. William Sawyer, Mrs. Raymond Shamel, Mr. John Tierney and Mr. Marvin Tolf. The awards will be announced at Valley Forge, Pa. at the Freedom Foundation Headquarters on February 22, 1965.

If Acton's entry is not among the winners, the books will be given to the Acton Memorial Library as a current history of Acton's Patriots Day Programs. If Acton's entry should win, the books will be retained on display at the Freedom Foundation Library at Valley Forge, available for study by American and foreign students of the American Way.

A win could bring national and to some extent international attention to Acton's important place in American history and to our enthusiastic patriotic feeling and town-wide cooperation in our public celebration of Patriots Day.

CONCLUSION

The Committee is most appreciative of the enthusiastic support which has again in 1964 led to record breaking attendance at Acton's Public Ceremonies and Celebrations. We are grateful for the outpouring of cooperation and good will from the many individuals and organizations --including the news media--that willingly and generously gave their time and effort in assuming the responsibility for the projects both large and small, yet each of great importance to the smooth and successful operation of a Public Ceremony or Celebration.

Plans for 1965 include greater cooperation with surrounding towns and improved programs.

Respectfully submitted,

LOWELL CRAM
RUSSELL HAYWARD, Secretary
CARL HEDIN
CLARK McELVEIN
PERCY WOOD
RAYMOND SHAMEL, Chairman

REPORT OF THE RECREATION COMMISSION

During the past year the Recreation Commission was most fortunate, through an affirmative vote at the Annual Town Meeting, in acquiring the services of Mr. Robert Evans as Recreation Director for the ten-week summer session.

The Playground Program was continued for a period of six weeks at the four areas in town with many new activities added to the regularly scheduled events. The Recreation Commission was fortunate in securing use of equipment from the Acton Little League enabling Mr. Evans to establish an inter-playground baseball league which played a regular schedule of games and also was host to teams from Concord, Bedford and Hanscom Air Force Base. With additional funds the Commission would like to set up a home and home series with other towns in the immediate area.

Through the efforts of Mrs. Edwin Richter and the Friends of the Acton Library, story hours were held once a week at each playground and were enthusiastically received by the youngsters.

A bowling program, completely subsidized by the participants, proved to be successful and will be expanded to include the entire six-week session in the coming year.

These new additions plus arts and crafts, kickball, badminton, volleyball and other related activities helped to increase the attendance figures by fifty-eight per cent over last year.

Tennis instruction for beginning, intermediate and advanced players was continued at the school courts. To add interest and incentive, tournaments were scheduled throughout the six-week session in addition to tennis matches with teams from surrounding towns. Again, our thanks to the Acton Tennis Association for their help in making the Adult Tennis Clinics, held during the month of July, an overwhelming success.

Mr. Evans, under the direction of the Recreation Commission, set up a twilight basketball program with two leagues playing during this first year. The games were played at the Florence Merriam School with approximately one hundred boys and girls participating between the ages of fifteen and nineteen years. With the purchase of additional equipment the Commission plans to enlarge the program to include youngsters in the younger teen-age bracket. Our special thanks to Mr. Edward W. Flannery and the Acton Rotary Club for the trophies awarded at the final play off games.

Several special events were added to the regular program - a visit to Acton by the M.D.C. Zoo, a Gala Family Night at Jones Field, and the Playground Olympics to wind up the summer season. These proved very successful and more are planned for next year.

The swimming classes were continued at Walden Pond under the joint sponsorship of the Concord Chapter, American Red Cross and the Walden District Water Safety Council. Beginning in 1965 the Council will administer the entire program and each member town will be charged according to the number of children participating in the program.

During the past year the Acton Recreation Commission has continued to utilize and improve areas now under the ownership of the Town of Acton. Since early spring we have been working with the United States

Department of Agriculture, Soil Conservation Service, and various Boards and Committees in Acton doing preliminary work toward the future establishment of a swimming facility. With the background information now available we have inserted an article in the Annual Town Meeting Warrant requesting a sum of money that will allow the Recreation Commission to thoroughly complete the tests necessary for this project.

A well qualified Director, enthusiastic staff, new program ideas but mostly YOU the Acton taxpayer, have all contributed toward making 1964 a banner year in the field of Recreation for the town. Again our thanks to the Board of Selectmen and all the people who so generously gave their time to our program.

Respectfully submitted,

GLADYS K. MASON, Chairman
HELEN MOLAND, Secretary
WILLIAM J. PHILLIPS
CHARLES W. PAPPAS
MARTIN SCANLAN

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REPORT OF THE SEALER OF WEIGHTS AND MEASURES

To The Honorable Board of Selectmen:

I herewith submit my report as Sealer of Weights and Measures for the year ending December 31, 1964:

Total number of devices inspected and sealed, 180. Sealing fees collected and paid to Treasurer, \$140.20.

Respectfully submitted,

GEORGE K. HAYWARD
Sealer of Weights and Measures

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REPORT OF THE STREET LIGHT COMMITTEE

To The Honorable Board of Selectmen:

On December 31, 1964, there were 458 street lights in the Town as against 364 when this committee was formed in 1960.

Throughout the year, new lights have been installed in needed locations and in several cases existing lights have been replaced by higher lumen lamps.

We subscribe to the policy adopted with the formation of the committee that new street lights will be installed only at street intersections, dangerous curves and locations designated as hazardous by the Fire Chief, Police Chief or this committee.

Our suggested budget for 1965 includes a 3% increase of the 1964 street light bill. This 3% figure should not be exceeded unless there is unexpected industrial development in the Town.

We extend to the Board of Selectmen our sincere appreciation for their cooperation during the year 1964.

Respectfully submitted,

JOSEPH F. BUSHELL, Chairman
BYRD D. GOSS
LESLIE F. PARKE

REPORT OF THE SEWERAGE STUDY COMMITTEE

To The Honorable Board of Selectmen:

The Sewerage Study Committee was authorized and assigned certain tasks by articles 30 and 31 of the last Annual Town Meeting. This first partial year has been consumed in organization and orientation. The latter element consisted of meetings and conferences with technical personnel in the field of sanitary engineering. As a preliminary step to selection of a consulting engineer to conduct the detailed sewerage report, eleven (11) engineering firms were interviewed. Out of these interviews, four (4) Boston organizations were selected as warranting a detailed plant or office survey. The firm of Metcalf and Eddy was finally selected. However, a contract will not be consummated until allocation of federal funds under Public Law 560, 83rd Congress, as amended by P.L. 345, 84th Congress. The application for federal funds is being completed.

A comprehensive work statement has been prepared and acknowledged by the consultant detailing the accomplishments to be performed under his contract.

Mr. R. S. Greeley of the State Health Office has attended meetings and responded to all questions of procedure and technical background. Meetings were convened with other Town Board Committees, and individuals wherein coordination or inputs were advisable. Sewage disposal plants were investigated at Derry, New Hampshire; Clinton, Massachusetts and Omaha, Nebraska (at no cost to the town).

The present overall cost estimate is approximately 8 million dollars to provide optimal sewerage collection and disposal to the town. Under the normal planning, design, and funds appropriation procedures, the earliest possible date construction could be started will be 1967. The completed study effort will provide an orderly phasing to this entire construction program within certain economic restraints.

Respectfully submitted,

PAUL R. NYQUIST, Chairman
ALTON B. AVERY
H. RAYMOND DURLING, Jr.
ROBERT J. ELLIS
BRUCE D. SMITH

* * * *

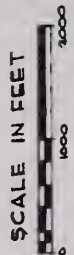
PROGRESS REPORT OF SIDEWALK COMMITTEE

The Sidewalk Study Committee has met six times, and has (1) reviewed the existing sidewalks in the town (2) analysed the simplest and least expensive means of inter-connecting the major existing segments along major arteries, and (3) considered additional sidewalks to make more complete the cross town sidewalks along the major way of the town (Rte. 27 and Rte. 111). It was the consensus of the Committee that a minimum inter-connection of the main parts of the town has become necessary for the convenience of the people of the town, both those who walk and those who drive. This represents a modest objective in the light of the substantial portion already existing.

(1) The enclosed map is marked to show the existing sidewalks.



MAP TO ACCOMPANY THE
REPORT OF THE
SIDEWALK COMMITTEE



EXISTING WALK ——— PROPOSED WALK - - - -

There are a few "spot sidewalks" which are off the main roads and do not constitute portions of a through walk-way. This Committee has not given consideration to the improvement nor additions to such "spot sidewalks". The main bulk of the existing sidewalks is along Routes 111 and 27 which inter-connect the principal parts of Acton. While not complete along either Routes 111 or 27, only minor additions are necessary to complete a section from South Acton to Acton Center along Route 27, and from West Acton to Kelley's Corner along Route 111.

(2) The sections which are needed to complete the sidewalks along Route 27 include from Kelley's Corner to the Route 2 overpass, a short section, with right of way existing. The section across the overpass to Taylor Road is lacking in sidewalks, a heavy traffic area, and is one of the longest sections, being roughly $3/4$ of a mile in length, with difficult topography.

Route 111 represents less length of addition, but has a unique problem. The gap in the sidewalks is across Fort Pond Brook, and since Route 111 is a state highway, the cooperation or acquiescence of the state will be required to provide a foot bridge. On both sides of the bridge there are short sections which need paving. A section from Kelley's Corner towards the Route 2 entry would connect into an existing section which would tie in the Brucewood area.

(3) In addition to these inter-connections above, a few extensions will tie a large additional area, with substantial population, into this trunk system. At the South Acton end, a $2/3$ mile extension beyond the railroad bridge area would tie in the densely housed areas along Main Street.

A very short addition of a few hundred feet to Route 111 at the West Acton end, from Wright Terrace to Juniper Ridge Road would add an access to a substantial area of recent housing.

If, in the future, road construction such as widening, or straightening, of Central Street is contemplated, sidewalks to tie in Indian Village should be programmed in the road planning.

The total additions considered by this Committee represent a very minor addition to the sidewalk mileage in the town, less than 15%. Thus existing practices are not threatened, nor are new issues raised in the fields of maintenance or liability.

The preceding schedule of sidewalk additions is based on the convenience of all the townspeople. It is suggested that the town consider a phased program, whereby a fixed sum (for example \$5,000 per year) would be appropriated to spread the cost of the improvements over a period of years. In this way no single year will have a disturbingly large cost to raise the tax rate, and the small yearly investment will carry the trunk program to completion in a reasonably short time.

Respectfully submitted,

MARGARET M. COUGHLAN
JOHN E. DUNPHY, Jr.
FRANCIS J. SCHELL
IRENE M. RHODES

Sidewalk Study Committee

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REPORT OF THE SUPERINTENDENT OF STREETS

To The Honorable Board of Selectmen:

I hereby submit a report of the activities and progress of the Highway Department for the year 1964.

Chapter 90 Construction

Construction of the new way on High Street could not be started because no funds had yet been made available for the land takings involved.

Chapter 90 Maintenance

Mix-in-place, using crushed gravel and asphalt, was applied to 3300 feet of Central Street. This was followed by an asphalt and sand seal.

Chapter 81

Numerous streets were resurfaced with asphalt and then sanded. These streets were scraped, patched, and swept before resurfacing. These streets included:

Alcott Street	Minuteman Road
Barker Road	* Nashoba Road
Billings Street	North Street
* Charter Road (2600 feet)	* Pearl Street
Country Club Road	River Street (2100 feet)
Cross Street	** Robbins Street (2200 feet)
** Duggan Road (750 feet)	South Street
Esterbrook Road	Strawberry Hill Road
Fairway Road	** Sudbury Road
Laurel Court	Wetherbee Street
Littlefield Road	Wood Lane
** Marian Road (600 feet)	Woodbury Lane

* Indicates streets which were mixed-in-place.

** Indicates streets which were mixed-in-place, then oiled and sanded.

Drainage

The Central and Pearl Street project was finished in the late spring. Five hundred and fifty feet of pipe was installed with two catch basins and two manholes. This completed the drainage in that section of town.

On Arlington Street at the intersection of Birch Ridge Road 825 feet of pipe was laid with three catch basins and two manholes. The culvert at Arlington and Homestead Streets was lowered. Two catch basins were installed at the intersection of Arlington and Spruce Streets.

Two dry well type catch basins were installed at the intersection of Elm Street and Quaboag Road; Also, two catch basins were installed on Forest Road in the vicinity of Whittier Drive. One culvert and a catch basin were installed on Harris Street, one catch basin was installed on Railroad Street, and two new culverts were placed on Hammond Street. Three catch basins and 150 feet of pipe were installed on Central Street and Nash Road. The drainage project near 433 Main Street consisted of 350 feet of pipe being laid along with two catch basins and two manholes.

This year 875 catch basins and drop inlets were cleaned.

Signs and Lines

Speed limit signs were installed on High Street, Wetherbee Street, Piper Road, and Nagog Hill Road. "Go Slow Children" signs were installed in various parts of town. The usual repairs and painting of signs was done.

In the past few years there has been considerable damage done to signs either by painting, bending or even to the extent that sign posts have been pulled out of the ground. I am in hopes that next year we will have our own sign machine which would enable us to make all the street and speed signs.

The usual white and yellow center lines were repainted.

General Highway

The parking lot in the rear of the South Acton Fire Station was extended. This was graveled, graded, and rolled. The parking lot in the rear of the Acton Center Fire Station was enlarged. Drainage was installed, and it was then graveled and graded.

Crushed gravel was hauled and graded on Forest Road, Hammond Street, and portions of Minot Avenue and Robbins Street.

Some of the streets were swept, but there are far too many to be taken care of by hired equipment. It is hoped that there will be an article in the Annual Warrant for our own sweeper. Then it would be available at all times.

Disposal Area

Our disposal area is becoming busier each year. There are now five disposal contractors serving the town as well as increased numbers of people using the area.

There is a more controled burning at the area. During the summer burning was done in the early morning hours to minimize the smoke nuisance. A fire road has been constructed at the rear of the area to make easier accessibility for the fire apparatus.

Under the capable supervision of Arthur Conquest the area has been well maintained. The townspeople have been very cooperative in dumping the rubbish. It is hoped that the area will be adequate for another ten years.

Care of Grounds

During the summer 170 yards of loam were added to the old Center School site, and it was then seeded. One hundred and twenty yards of loam was hauled to the area around the tennis court where it was spread and seeded. The Town Common, Gardiner Field, and Goward Field were fertilized and rolled. The town grounds were maintained.

Articles

Articles VIII and IX of the June 8th Town Meeting provided for the finishing of Brucewood Road (223 feet), Redwood Road (228 feet), and

Oakwood Road (1,227 feet). Three hundred and ninety yards of poor road material were excavated from these roads, and 150 feet of pipe was laid. Four hundred yards of bank gravel were spread, graded, and rolled, following which 513 yards of crushed gravel was applied. Mix-in-place, using 5,358 gallons of asphalt and 600 yards of gravel, was applied to the above roads. All the structures were then raised to grade, and all new street signs were installed in the development.

Under Article V of the June 8th Town Meeting, mix-in-place two to three inches thick was applied to 3,300 feet of Concord Road, 3,000 feet of Willow Street with an asphalt and sand seal, and 3,500 feet of Arlington Street. A portion of Arlington Street is unsatisfactory and will be redone in the spring.

Sidewalks

A hot-top walk was installed on School Street between the Exchange Hall and a point opposite the Congregational Church. The curbing was reset and backfilled. The usual patching was done to sidewalks.

Equipment

We received our new five ton Model 260-1 Brockway dump truck late this fall, and it is operating very well.

A new five foot rotary mower was purchased for the Farmall Cub tractor.

In conclusion, I wish to express my sincere appreciation for the cooperation I have received from the Board of Selectmen, the entire Highway Department, all Departments, and the Water District.

Respectfully submitted,

ALLEN H. NELSON
Superintendent of Streets

* * * *

REPORT OF THE COMMITTEE ON TOWN ADMINISTRATION

To The Honorable Board of Selectmen:

This committee was appointed by the Moderator as directed by the Town Meeting of March, 1963. The vote under Article 44 of the Annual Warrant was as follows: That the Town vote to authorize the Moderator to appoint a committee of five members to be known as the Committee on Town Administration. Said committee to be chosen in the following manner: One from the Finance Committee, one member from the Planning Board, one member from the Personnel Board and two members at large. The Committee is charged with studying the fiscal and administrative structure of the Town and to make specific recommendations which in the judgement of the Committee will tend to improve the administration of Town Government, said Committee to report to the Selectmen and the Town Meeting on or before March, 1965.

The Moderator appointed the following members: From the Finance Committee, Mr. William Chipman, from the Planning Board, Mr. C. Judd Farley, from the Personnel Board, Mr. Clyde Horne and the two members at large, Mr. Phillip Harris and Mr. Charles MacPherson.

The Committee was saddened by the untimely passing of Charles Judd Farley. Mr. Farley had served as the Planning Board representative until his resignation in November. Mr. Farley brought a great knowledge of the community and the experience of service on town boards. He played a great part in compiling this report and his counsel will be missed. Mr. Richard C. Janson has been appointed by the Moderator to fill the vacancy.

Because of other commitments, Mr. Phillip Harris resigned from the Committee and the Moderator appointed Mr. Chester H. Moody.

On April 6th, the Committee held its organizational meeting and Mr. MacPherson was chosen as Chairman. The Committee immediately set about the task of evaluating administrative techniques that in their judgement would be beneficial to the town. Additional meetings were held including two open forums, the first on the Selectmen-Manager Plan and the second on the executive-Secretary Plan. All town officials and the public were invited. The Town Managers of Wilmington and Concord have been visited as well as the Executive Secretaries of Wakefield and the Town of Burlington.

In the first week of November the Committee sent a questionnaire to the Board of Selectmen, the Finance Committee, the Planning Board and the Personnel Board, asking their views on the subject of administrative assistance in town government. The results of this questionnaire will appear later in this report.

The case for a more centralized town administration and a stronger office of selectmen is sound. The problems of growth can no longer be handled in a part time quasi-independent manner. Experiences in other towns have proved the value of centralized authority and coordination. We have arrived at a critical point in the development of our town. Over the past decade we have embarked on an ambitious school building program. We must remember, however, that other town services have, out of necessity, suffered during this period. The adequacy of our water supply for the projected growth of the community is in question. The Water District becoming a part of the town services is near at hand, and in the not too distant future we will have to face the problem of town sewerage. The fiscal plight of the Commonwealth, with no immediate relief in sight, can only add to the great problems facing the Town of Acton over the next five years.

The cost of town government will increase as the years go by, but we must be sure to receive a dollar's worth of value for every tax dollar spent.

The town government of Acton remains a congeries of separate enterprises with diffused authority and divided responsibility. The present form is today finding difficulty in coping with its day to day problems effectively and within two years will be inadequate to cope with the future problems. Change is always difficult, but the Town of Acton has, over the years after deliberating the facts, risen to the occasion.

In its study of administrative techniques the Committee considered the two plans commonly used in the Commonwealth of Massachusetts, namely; the Executive-Secretary Plan and the Selectmen-Manager Plan.

Executive-Secretary Plan

The Executive Secretary form of local government is unique to Massachusetts, although its counterpart has experienced rapid growth elsewhere. The very important difference between an Executive Secretary and a Town Manager is that the former does not have independent authority established by a special act. His authority is best described by sentence in the enabling act, Section 23 of Chapter 41 of the General Laws: "He shall act by and for the selectmen in any manner which they may assign to him relating to the administration of the affairs of the town or any town office under their supervision and control, or, with the approval of the selectmen, may perform such other duties as may be requested by him or any other town officer, board, committee or commission."

The Executive Secretary, therefore, has only that authority delegated to him by the selectmen or any other officer or board. The selectmen, however, must be willing to delegate such authority. As the Executive Secretary demonstrates administrative competence, as he wins the respect and cooperation of departments independent of the selectmen, and as he gains popular support, he would undoubtedly be granted more responsibilities.

In most communities the Executive Secretary is the Town Accountant, providing him with the day to day financial workings of municipal government. In most of the towns now using the Executive Secretary Plan, the progress has been one of evolution. He is called upon at one time or another to assist every independent board and officer in the community.

Although the position may be attractive to a town desirous of some form of professional administrative assistance, it does, however, have some serious limitations. It requires support from not only the town officials, but the whole town. The administrator relies strictly on his ability to persuade and be diplomatic even though his ability may be grudgingly admitted after several years, the recruitment of a replacement and his acceptance by town officers, departments, boards and commissions may prove to be a greater than usual problem.

Selectmen-Manager Plan

In recent years there has been a definite and increasing trend toward the manager form, both in the state and the nation. There are now over 2,000 communities who have adopted this plan, plus many more in Western Europe.

The Committee has studied the available reports of committees in other towns who have adopted the Selectmen-Manager form and in almost every case the municipal problems were similar. As the functions of town governments become more numerous, technical, and complex, the problems of daily supervision and coordination become too intricate and exacting for part time boards, commissions and committees to deal with successfully. Confusion and inefficiencies began to creep in, costs became more difficult to control, and tax rates increased so that every dollar of unnecessary expense became a concern of the citizens. These conditions prevailed generally, although with varying degrees of seriousness, among all towns and cities, and were the cause of widespread interest in the possibilities of municipal reorganization.

Town Manager plans vary according to the degree in which authority and responsibility are focussed in the manager. Authorities urge that the best practice in devising a manager form of charter, is to provide for the election of policy making officials, such as the selectmen and the School Committee, and to put all administrative powers in the hands of the manager. There is always the tendency arising from personal consideration or simply from inertia, to reserve this office or that board from the scope of the manager's authority, but experience has shown this to be unwise.

Under the typical Selectmen-Manager charter the voters elect the Moderator, School Committee and Selectmen. The Selectmen appoint the Manager, Planning Board, Board of Appeals, Town Accountant, Personnel Board, Election Officers and Registrars of Voters. Safeguarding the traditional system of checks and balances, the Moderator appoints the Finance Committee. The Manager makes all other appointments. However, in the sensitive positions such as Town Clerk, Treasurer, Collector and Assessors, it is subject to the approval of the Board of Selectmen. This is the basic difference between the so-called "weak" form and the "strong" form of charter.

(a) There would be no change in town meeting. Control of town policies would be as democratic as it is now. And perhaps more so, for with a better administrative organization the policies determined upon by the voters would be more effectively carried out.

(b) Elections would be held as heretofore, but instead of voting for numerous officers and boards, the voters would choose only their Moderator, Selectmen, School Committee and Library Trustees. This would concentrate interest in the important offices, and tend to bring out candidates of the highest qualifications.

(c) Citizens would know where to take their complaints if town affairs are not run to their satisfaction, namely, the manager. And if they did not feel satisfied as to the way the manager handled the problem they could then go to the Selectmen. In general, citizens may expect better service from a manager than they now get from part time officials, boards and commissions, who are not always easy to reach.

(d) Town employees, if the experience of other towns is a criterion, will find they are better off working for a manager than under existing town department; and whether they are salaried officials or on an hourly pay, their jobs will be just as secure under a manager as they are now. What a town employee appreciates most, perhaps, is getting away from the practice of buck passing. An administrator with authority must give a prompt answer to the requests and complaints of all those who work for him.

(e) Citizens will participate in town government as they do now. Again the experience of other communities prove quite conclusively the decided increase in citizen participation. The citizen will be just as anxious to have efficient management of town affairs as they are at present, and they will have a better chance of getting it. But with a Town Manager, boards and committees will be concerned with policy requiring judgement rather than with detailed administration requiring time. This is particularly true in the case of the selectmen, whose work when conscientiously performed, now requires more time than any man should be asked to give without adequate remuneration. On this subject, it is important to remember that most agencies that the Town of Acton must deal with on a state and county level operate during the business

hours of a business week. This presents quite often a serious handicap to the part time official or committee member to secure answers to specific municipal questions, whereas a full time administrator can make this service part of the duties of his office.

WHAT SHOULD BE ACCOMPLISHED UNDER
THE SELECTMEN-MANAGER PLAN?

- (a) The plan will provide a professionally trained administrator. The town's business will be conducted in a business-like manner, with full time administrative help. It will assure coordination throughout town government.
- (b) Improvement in municipal services by better utilization of personnel and equipment.
- (c) Economics from centralized purchasing.
- (d) Effective long range planning.
- (e) Continuity in administration.
- (f) Improved employee security and morale.

IS THERE A PARALLEL INSTANCE IN TOWN GOVERNMENT NOW?

Yes. The Superintendent of Schools. We all agree that it is proper and necessary for the School Committee to hire a skilled and competent educator to administer the School System. The case in point is workable, efficient, and it does the job well because there is a trained responsible head, and the School Committee is the policy making body. For these reasons there should be a trained administrator to head the rest of town government.

WHY A FIVE MEMBER BOARD OF SELECTMEN?

All of the towns who have incorporated the Selectmen-Manager Plan save one, have moved to the 5 man Board. This is done in order that the board will be more representative, to call upon the extensive talents available in the town, to encourage an environment of decision-making rather than one of handling administrative detail, and to increase citizen contact.

Views of Town Boards.

During the first week in November, this committee addressed a short questionnaire to the Board of Selectmen, Planning Board, Finance Committee and the Personnel Board to have them express their views on the need for administrative assistance in some form. Their replies are as follows:

Board of Selectmen:	No answer.
Finance Committee:	Approve need of Administrative assistance, support Selectmen-Manager form in principle.
Planning Board:	Favor Selectmen-Manager form.
Personnel Board:	In agreement with any move that will improve the efficiency of town administration.

CONCLUSIONS.

After evaluating the present method of administering the town, the Executive Secretary Plan and Selectmen-Manager Plan and its application in the Town of Acton, the committee has decided unanimously to submit to the voters an act petitioning the General Court for the adoption of the Selectmen-Manager Plan. The time is at hand, we feel, when our town government should be streamlined. The hour is getting late for halfway measures, and long past the time when we can hope to achieve administrative efficiency by appointing a committee, and then another committee to make recommendations as to how our recurring problems should be solved. We need an administrator, a trained executive, continuously on the job to deal with the problems as they arise.

In making this decision we do not intend to imply any criticism of town officers or of town employees. On the contrary, we are convinced that they have been doing the best possible job with outmoded governmental machinery. We sincerely believe that from now on Acton would enjoy a better administration in every respect with a Town Manager than without one.

Thus in passing over the Executive Secretary Plan, the Committee has taken into consideration the fact that this plan has been presented on three different occasions and been defeated. There seemed to be a reaction on the part of some town officials and many citizens that this position lacked the authority to solve Acton's problems.

A new charter for Acton will require an enabling act passed by the legislature. This Committee has prepared such an act and it will be presented to the Annual Meeting of March, 1965. If successful it will require that our local Representative have it inserted as a special act sometime during 1965. When the act is approved by the legislature, the next step is to place the question on the town ballot for the annual town election of March, 1966. If the voters approve this question then the annual election of 1967 will bring about the Selectmen-Manager Plan.

The suggested charter for Acton contains the following provisions:

- (1) Five selectmen to be elected for staggered three year terms.
- (2) School Committee to be elected as at present.
- (3) Moderator to be elected as at present.
- (4) Trustees of the Memorial Library to be elected as at present.
- (5) *Finance Committee to be appointed by the Moderator.
- (6) The Selectmen to appoint the Planning Board, the Town Accountant, the Board of Appeals, the Election Officers, Registrars of Voters, Personnel Board, Archive Committee and a Town Manager for a term of three years.
- (7) The Selectmen to have power to remove the Town Manager by majority vote on 30 days notice after a hearing.
- (8) The Manager authorized to appoint and supervise all town officials except those elected or appointed by the Moderator.
- (9) The Manager authorized to appoint a Town Clerk, a Town Treasurer, a Town Collector and a Board of three Assessors, subject to the approval of the Board of Selectmen.
 - (a) All other officers, boards, committees and employees of the Town, with the exception of the elected officials specified in the act. Officials, boards and committees appointed by the School Committee. Selectmen and the Moderator as provided in the enabling act and employees of the same.

*Item 5 in the above is a change in appointing authority for the Finance Committee. It provides that the Moderator rather than the Selectmen make the appointments. This was done to follow the procedure followed in most Massachusetts towns. Since the budget is submitted by the Selectmen, and the Finance Committee must make recommendations on said budget, the Committee felt that the proper checks and balances would be best served if the Finance Committee was not serving at the pleasure of the Board of Selectmen.

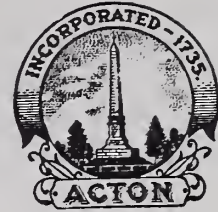
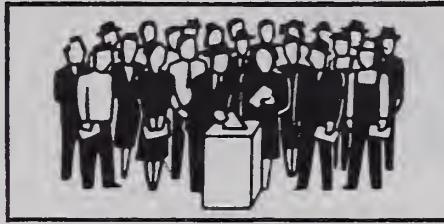
The Committee further recommends that the various trust funds be incorporated under one Board of Trustees. It was felt that each of the various Trust Committees were duplicating their functions. Further that the work was minimal and that one Board of Trustees qualified in such matters, could better administer the overall trusts.

Respectfully submitted,

CHARLES D. MacPHERSON,
Chairman

CLYDE J. HORNE
WILLIAM C. CHIPMAN
RICHARD C. JANSON
CHESTER H. MOODY

(PRESENT SYSTEM)

TOWN GOVERNMENT ORGANIZATION**Voters Elect**

MODERATOR (1YR)* TOWN CLERK (1YR)* SELECTMEN (3YRS)
 ASSESSORS (3YRS)* BOARD OF PUBLIC WELFARE (3YRS)* TREASURER
 TOWN COLLECTOR (1YR)* SCHOOL COMMITTEE (3YRS)* CONSTABLES
 (1YR)* CEMETERY COMMISSIONERS (3YR)* BOARD OF HEALTH (3YRS)
 TRUSTEES OF MEMORIAL LIBRARY (3YRS)* PLANNING BOARD (5YRS)
 TREE WARDEN (1YR)

Moderator Appoints

COMMITTEE ON TOWN ADMINISTRATION - SEWERAGE STUDY COMMITTEE* SIDEWALK STUDY COMMITTEE AND OTHER SPECIAL COMMITTEES AS DESIGNATED BY THE TOWN MEETING.

**SELECTMEN APPOINT**

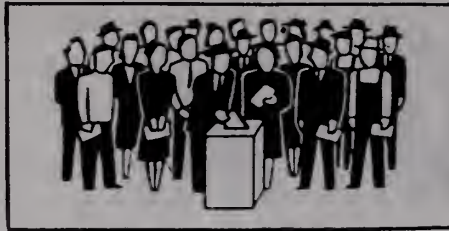
EXECUTIVE CLERK - FINANCE COMMITTEE (9) BOARD OF APPEALS
 (3) ASSOCIATES SUPERINTENDENT OF STREETS - REGISTRARS OF
 VOTERS (4) TOWN ACCOUNTANT FIRE CHIEF (TENURE) PERMANENT
 FIREMEN (7) TOWN FOREST COMMITTEE (3) ELECTION OFFICERS -
 INSPECTOR OF ANIMALS - DOG OFFICER - SEALER OF WEIGHTS
 AND MEASURES - RECREATION COMMISSION (5) FENCE VIEWERS (2)
 FIRE ALARM OPERATOR - FIELD DRIVERS - SUPERINTENDENT OF
 MOTH WORK - BURIAL AGENT - VETERANS AGENT - DIRECTOR OF
 VETERANS' SERVICES - INSPECTOR OF WIRES AND DEPUTY -
 POLICE OFFICERS (12 CIVIL SERVICE) - WORKMENS COMPENSATION
 AGENT - DIRECTOR OF CIVIL DEFENSE AND DEPUTY - PUBLIC
 WEIGHERS - TOWN COUNSEL - TOWN ENGINEER AND ASSISTANT -
 BUILDING INSPECTOR AND DEPUTY - GAS INSPECTOR - ARCHIVE
 COMMITTEE (3) TOWN REPORT COMMITTEE - PERSONNEL BOARD
 (5) INDUSTRIAL DEVELOPMENT COMMISSION (6) TOWN BUILDING
 COMMITTEE (4) INSURANCE COMMITTEE (5) PUBLIC CEREMONIES
 AND CELEBRATIONS COMMITTEE (6) CONSERVATION COMMISSION
 (7) STREET LIGHTING COMMITTEE (3) TOWN EMPLOYEE INSURANCE
 ADVISORY COMMITTEE (5) COMMUNITY ADVISORY COMMITTEE (5)
 COMMUNITY ADVISORY COUNCIL TO ASSIST MASS. TRANSPORTATION
 COMMISSION.

-BOARD OF HEALTH APPOINTS-

TOWN NURSE-AGENT-PLUMBING INSPECTOR

(PREPARED BY THE COMMITTEE ON TOWN ADMINISTRATION)

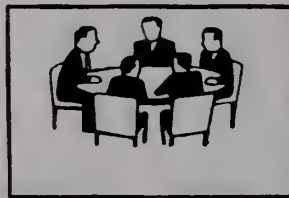
(PROPOSED UNDER SELECTMEN-MANAGER PLAN)

TOWN GOVERNMENT ORGANIZATION***Voters Elect***

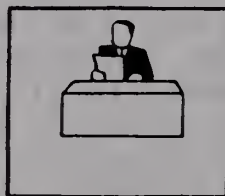
(5) SELECTMEN (3YRS)-MODERATOR (1YR)-(6) SCHOOL COMMITTEE (LOCAL AND REGIONAL) (3YRS)-(3) TRUSTEES OF MEMORIAL LIBRARY (3YRS).

Moderator Appoints

(9) FINANCE COMMITTEE (3YRS)-SEWERAGE STUDY COMMITTEE-SIDEWALK STUDY COMMITTEE-COMMITTEE ON TOWN ADMINISTRATION-SPECIAL COMMITTEES AS DESIGNATED BY TOWN MEETING.

***Selectmen Appoint***

TOWN MANAGER-PLANNING BOARD-BOARD OF APPEALS-TOWN ACCOUNTANT-PERSONNEL BOARD-ELECTION OFFICERS-REGISTRARS OF VOTERS-ARCHIVES COMMITTEE.

**TOWN MANAGER APPOINTS**

*TOWN CLERK-TOWN TREASURER-TOWN COLLECTOR-BOARD OF ASSESSORS.

*(SUBJECT TO APPROVAL OF THE BOARD OF SELECTMEN)

BOARD OF PUBLIC WELFARE-BOARD OF HEALTH-CEMETERY COMMISSIONERS-CONSTABLES-TREE WARDEN-FIRE CHIEF (TENURE)-PERMANENT FIREMEN-TOWN FOREST COMMITTEE-INSPECTOR OF ANIMALS-DOG OFFICER-SEALER OF WEIGHTS AND MEASURES-RECREATION COMMISSION-FENCE VIEWERS-FIRE ALARM OPERATOR FIELD DRIVERS-SUPERINTENDENT OF STREETS-SUPERINTENDENT OF MOTH WORK-BURIAL AGENT-VETERANS AGENT-DIRECTOR OF

VETERANS' SERVICES-INSPECTOR OF WIRES AND DEPUTY-POLICE OFFICERS (CIVIL SERVICE)-WORKMENS COMPENSATION AGENT-DIRECTOR OF CIVIL DEFENSE AND DEPUTY-PUBLIC WEIGHERS-TOWN COUNSEL-TOWN ENGINEER AND ASSISTANT-BUILDING INSPECTOR AND DEPUTY-GAS INSPECTOR-TOWN REPORT COMMITTEE-INDUSTRIAL DEVELOPMENT COMMISSION-TOWN BUILDING COMMITTEE-INSURANCE COMMITTEE-PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE-CONSERVATION COMMISSION-STREET LIGHTING COMMITTEE-TOWN EMPLOYEE INSURANCE ADVISORY COMMITTEE-COMMUNITY ADVISORY COUNCIL TO ASSIST MASS. TRANSPORTATION COMMISSION.

* * * *

REPORT OF THE TOWN EMPLOYEES
INSURANCE ADVISORY COMMITTEE

To The Honorable Board of Selectmen:

During the year of 1964 the committee met with a representative of Blue Cross & Blue Shield and was advised that the Town employees were now eligible for a new plan which Blue Cross & Blue Shield has available at a slight increase over the fixed rate which would provide the Employees with a better plan than the one that has been in effect for the last three years, the committee voted to recommend that the contract provide the new plan which is available to the Town Employees.

The committee is also recommending the acceptance of section 9A of Chapter 32B of the General Laws which provides for the Town to pay half the costs of Blue Cross & Blue Shield and Life Insurance of a retired employee.

Respectfully submitted,

DAVID W. SCRIBNER
VIOLA FOLEY
CAROLYN DOUGLAS
ARNO PERKINS
STEWART F. KENNEDY

* * * *

REPORT OF THE TOWN FOREST COMMITTEE

To The Honorable Board of Selectmen:

A new sign for the Texas lot was constructed this year. The sign at the Durkee lot was repainted. Fallen trees were removed from the fire lanes at both locations.

The Conservation Commission is in the process of acquiring additional parcels of land adjacent to the Durkee lot. These additions will make the area more accessible to the public.

Respectfully submitted,

EMERY NELSON
ARNO H. PERKINS
FRANKLIN H. CHARTER
Town Forest Committee

* * * *

REPORT OF THE TREE WARDEN

To The Honorable Board of Selectmen:

Our tree planting program was started in April this year. Over 70 trees were planted along town roads or on front lawns adjacent to them. Most of them survived despite a severe drought in late summer.

A number of weak and diseased trees were removed by the Department. Early in December the area was hit by a bad ice storm, damaging many of the older trees. A great deal of repair work will be necessary to repair these trees in the next year or two.

Respectfully submitted,

FRANKLIN H. CHARTER
Tree Warden

REPORT OF THE BOARD OF PUBLIC WELFARE

To The Honorable Board of Selectmen:

OLD AGE ASSISTANCE

We have aided altogether 36 cases under this category.

MEDICAL ASSISTANCE FOR THE AGED

Under this category we have aided some cases on a sustaining basis and others during periods of hospitalization only. A total of 25 persons have received assistance.

AID TO FAMILIES OF DEPENDENT CHILDREN

Ten families with 26 children have been aided.

DISABILITY ASSISTANCE

Three persons have received assistance.

GENERAL RELIEF

Seven cases have been aided either with a temporary cash payment or for medical expenses.

The following is a detailed analysis of the expenditures for the year 1964:

OLD AGE ASSISTANCE:

Amount paid to Acton residents		\$39,912.47
Federal Share	\$19,980.00	
State Share	<u>12,100.47</u>	<u>32,080.47</u>
Acton Share		\$ 7,832.00

MEDICAL ASSISTANCE FOR THE AGED:

Amount paid to Acton residents:		\$36,169.91
Federal Share	\$17,543.41	
State Share	<u>12,349.55</u>	<u>29,892.96</u>
Acton Share		\$ 6,276.95

AID TO FAMILIES OF DEPENDENT CHILDREN:

Amount paid to Acton residents		\$17,194.79
Federal Share	\$ 8,246.50	
State Share	<u>5,731.60</u>	<u>13,978.10</u>
Acton Share		\$ 3,216.69

DISABILITY ASSISTANCE:

Amount paid to Acton residents		\$ 6,607.95
Federal Share	\$ 1,069.50	
State Share	<u>3,915.57</u>	<u>4,985.07</u>
Acton Share		\$ 1,622.88

GENERAL RELIEF:

Amount paid to Acton residents		\$ 2,338.10
State Share	<u>\$ 43.20</u>	<u>43.20</u>
Acton Share		\$ 2,294.90
Acton share of NASHOBA PUBLIC WELFARE DISTRICT ADMINISTRATION		\$ 1,500.00
Salaries for Board Members		100.00

ESTIMATED EXPENDITURES FOR 1965

Public Assistance - all categories:	\$50,000.00
Salaries for Board Members	200.00

Respectfully submitted,

LOSSIE E. LAIRD
CLINTON S. CURTIS
PATIENCE H. MacPHERSON

* * * *

REPORT OF THE WORKMEN'S COMPENSATION AGENT

To The Honorable Board of Selectmen:

For the year ending December 31, 1964, there were eight accidents reported from the following departments:

Acton School Department	2
Tree & Moth Department	2
Highway Department	4

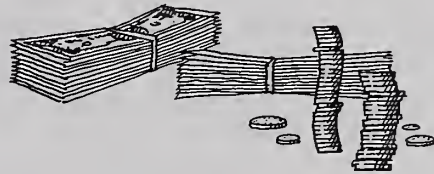
All of these required medical attention only and have been settled except one injury that necessitated loss of time and has been satisfactorily settled.

Respectfully submitted,

THERON A. LOWDEN
Compensation Agent

* * * *

SECTION E



*Town
Finances*

REPORT OF THE TOWN ACCOUNTANT

To The Honorable Board of Selectmen:

The reports that are submitted with this letter represent a summary of the disbursements authorized during the year, and a Balance Sheet of the Town as of December 31, 1964.

The 1965 amortization for the bonded indebtedness of the Town, and Acton's share of the Regional School District bond amortization are:

South Acton Fire House	\$ 12,000.00
Julia McCarthy Elementary School	15,000.00
Julia McCarthy School Addition	10,000.00
Florence Merriam Elementary School . .	45,000.00
Regional School District	42,370.00
School Land	40,000.00
Police Station	20,000.00
	<u>\$184,370.00</u>

The accounts of the Treasurer, Collector and Manager of the School Cafeteria have been verified and I have reviewed the various trust funds in the custody of the Treasurer and Trustees.

Respectfully submitted,

DONALD O. NYLANDER
Town Accountant

SUMMARY OF APPROPRIATIONS AND DISBURSEMENTS

January 1, 1964 to December 31, 1964.

	Appropriated or Available	Disbursed or Transferred	Balance
GENERAL GOVERNMENT			
Moderator	\$ 160.00	\$ 100.00	\$ 60.00
Finance Committee	400.00	78.50	321.50
Selectmen:			
Salaries	1,650.00	1,576.14	73.86
Expense	3,300.00	3,235.10	64.90
Capital Outlay	1,600.00	1,563.69	36.31
Town Office Clerical			
Pool - Wages	29,912.00	25,925.15	3,986.85
Town Counsel	3,500.00	3,500.00	-----
Town Accountant:			
Salary	2,125.00	2,125.00	-----
Expense	255.00	255.00	-----
Treasurer - Collector:			
Salary	6,250.00	6,250.00	-----
		A 50.00	-----
Expense	2,550.00	2,390.39	109.61
Assessors:			
Salaries	3,815.00	3,815.00	-----
Expense	1,950.00	1,904.17	45.83

THE TOWN OF ACTON

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Town Clerk:			
Salary	\$ 2,150.00	\$ 2,150.00	-----
Expense	500.00	450.54	\$ 49.46
1965 State CensusR	500.00	-----	500.00
Elections and Registrations:			
Salaries and Wages	4,100.00	3,695.62	404.38
Expense	3,000.00	2,180.47	819.53
Planning Board:			
Expense	1,500.00	713.30	786.70
Guarantee Deposits . . .B	71.30	A 96.30	
C	175.00	107.25	42.75
Board of Appeals:			
Expense	25.00	13.50	11.50
Guarantee Deposits . . .B	24.00	A 20.00	
C	80.00	70.50	13.50
Archives Committee:			
Expense	50.00	18.50	31.50
Extra Legal Services	3,000.00	1,174.78	1,825.22
Industrial Development			
Commission	650.00	12.92	637.08
Engineering Department:			
Salaries and Wages	16,579.00	12,087.47	4,491.53
Expense	1,800.00	1,526.98	273.02
Building Committee	200.00	5.83	194.17
Conservation Commission . .	100.00	76.00	24.00
		A 166.30	
Total General Government	\$91,971.30	\$77,001.80	\$14,803.20

BUILDINGS AND GROUNDS

	Appropriated or Available	Disbursed or Transferred	Balance
Maintenance:			
Salaries and Wages	\$ 5,800.00	\$ 5,611.71	\$ 188.29
Expense	10,000.00		
R	<u>156.76</u>	<u>10,156.76</u>	<u>-----</u>
Total Buildings and Grounds	\$15,956.76	\$15,768.47	\$ 188.29

PROTECTION OF PERSONS AND PROPERTY

Police:			
Salaries and Wages	\$63,544.00	\$63,544.00	\$ -----
Article 29 - Additional			
Officers	6,000.00	5,356.70	643.30
Capital Outlay	750.00	675.00	75.00
Expense	8,000.00		
R	96.24	8,096.24	-----
Fire:			
Salaries and Wages	38,063.00	38,063.00	-----
Article 14 ATM 3-11-63			
Full Time Firemen . .B	12,352.35	6,911.77	5,440.58
Expense	13,185.00		
R	818.00	13,753.33	249.67
Fire Alarm System:			
Salaries and Wages	8,635.00		
R	2,171.44	10,797.57	8.87
Expense	2,910.00	2,893.17	16.83

	Appropriated or Available	Disbursed or Transferred	Balance
Hydrant Rental	\$17,245.00		
R	355.00	\$17,600.00	\$ -----
Sealer of Weights and Measures:			
Salary and Travel	365.00	365.00	-----
Expense	90.00	32.33	57.67
Moth Department:			
Wages	4,119.00	4,115.68	3.32
Expense	1,700.00	1,687.33	12.67
Town Forest Maintenance . .	100.00	86.00	14.00
Shade Tree Replacement . . .	425.00	425.00	-----
Tree Warden:			
Wages	3,455.00	3,449.72	5.28
Expense	1,520.00	1,519.85	.15
Wire Inspector:			
Salary and Travel	2,000.00	1,853.70	146.30
Expense	25.00	9.10	15.90
Building Inspector:			
Salary and Travel	5,910.00		
R	30.60	5,940.60	-----
Expense	850.00		
R	100.00	946.89	3.11
Dog Officer:			
Wages and Travel	520.00	507.25	12.75
Civil Defense	350.00	338.41	11.59
Gas Inspector:			
Wages B	500.00		
	750.00		
R	20.50	1,270.50	-----
Expense	100.00	74.91	25.09
Total Protection of Persons and Property	\$197,055.13	\$190,313.05	\$ 6,742.08

HEALTH AND SANITATION

Health:			
Salaries:			
Board	\$ 350.00	\$ 350.00	\$ -----
Town Nurse	5,521.00	5,521.00	-----
Assistant Nurse	787.00	618.72	168.28
Agent and Assistant Agent	5,000.00	3,749.29	1,250.71
Expense:			
Board	2,000.00	1,795.18	204.82
Town Nurse	1,540.00	1,540.00	-----
Medical Supplies	400.00	308.48	91.52
Laboratory Fees	600.00	600.00	-----
Hospitals and Sanitoriums . .	1,000.00	-----	1,000.00
Clinics	1,500.00	1,112.77	387.23
Garbage	13,150.00	13,149.92	.08
Inspector Animals:			
Salary	150.00	150.00	-----
Expense	30.00	19.00	11.00
Plumbing Inspectors	2,000.00		
R	93.50	2,093.50	-----

	Appropriated or Available	Disbursed or Transferred	Balance
Mosquito Control	\$ 2,500.00	\$ 2,379.40	\$ 120.60
Total Health & Sanitation	\$36,621.50	\$33,387.26	\$ 3,234.24

HIGHWAYS

General Highway Maintenance	\$10,150.00	\$10,145.98	\$ 4.02
Chapter 81 Highways	17,375.00		
G	20,075.00	37,450.00	-----
Chapter 90 Highways -			
Maintenance	2,000.00		
G	3,000.00	5,000.00	-----
Snow Removal	37,500.00		
R	3,300.00	40,705.13	94.87
Traffic Signs and Lines	4,120.00	4,115.25	4.75
Vacations and Holidays	2,800.00	2,800.00	-----
Highway Machinery Main- tenance	10,500.00		
R	400.00	10,898.54	1.46
Street Lighting	16,500.00	15,589.81	910.19
Chapter 90 Highways -			
Construction B	25,347.07		
Article 36	6,900.00		
Article 7 STM 6-8-64	2,252.93		
G	18,000.00	-----	52,500.00
Sidewalk Maintenance	800.00	783.13	16.87
Town Dump:			
Wages	4,980.00		
R	470.00	5,449.55	.45
Expense	1,770.00	1,768.00	2.00
Capital Outlay	550.00	544.42	5.58
Drainage	16,083.00	16,079.32	3.68
Article 8 STM 9-9-63			
Arlington, Parker and Martin Streets Con- struction B	10,356.30	425.19	9,931.11
Article 26 ATM 3-11-63			
North, South and Cross Street Betterments . . . B	1,588.41	925.04	663.37
Total Highways	\$216,817.71	\$152,679.36	\$64,138.35

CHARITIES

Welfare District Admin- istration	\$ 1,600.00	\$ 1,600.00	\$ -----
Welfare Board -			
Federal Funds B	243.29		
G	153.80	212.50	184.59
Disability Assistance . . . B	1,896.90		
G	1,038.50	2,259.33	676.07
Old Age Assistance B	26,925.72		
G	19,270.12		
L	278.88	25,202.04	21,272.68
Aid to Dependent Children B	6,635.69	A 100.37	

		Appropriated or Available	Disbursed or Transferred	Balance
	G	\$ 8,545.00	\$ 9,158.80	\$ 5,921.52
Medical Aid	B	6,079.20		
	G	17,150.18	18,796.37	4,433.01
Public Assistance		<u>45,000.00</u>	<u>45,000.00</u>	<u>-----</u>
			A 100.37	
Total Charities		\$134,817.28	\$102,229.04	\$32,487.87

VETERANS' AID

Veterans' Benefits:

Aid		\$ 8,500.00	\$	\$
	R	5,499.79	13,999.79	-----
Agent's Salary		1,720.00	1,720.00	-----
Agent's Expense		<u>275.00</u>	<u>273.53</u>	<u>1.47</u>
Total Veterans' Aid		\$15,994.79	\$15,993.32	\$ 1.47

RECREATION

Wages	\$ 1,835.00	\$ 1,587.30	\$ 247.70
Article 21 - Director	1,000.00	999.98	.02
Expense	600.00	531.60	68.40
Capital Outlay	950.00	929.25	20.75
Water Safety Program	1,824.00	1,565.00	259.00
Article 20-Jones Field Fence	<u>750.00</u>	<u>730.10</u>	<u>19.90</u>
Total Recreation	\$ 6,959.00	\$ 6,343.23	\$ 615.77

EDUCATION

Instruction			
Local	\$418,059.00	\$417,957.92	\$ 101.08
Regional	387,495.29	387,495.29	-----
Plant Operation			
Local	44,245.00	42,466.41	1,778.59
Regional	35,696.59	35,696.59	-----
Transportation			
Local	47,198.00	47,198.00	-----
Regional	17,154.82	17,154.82	-----
Non-Instructional Services			
Local	5,000.00	4,947.68	52.32
Regional	12,091.26	12,091.26	-----
General Control			
Local	11,850.00	11,763.11	86.89
Regional	12,503.58	12,503.58	-----
Capital Outlay			
Local	7,087.00	3,662.20	3,424.80
Regional	3,558.90	3,558.90	-----
Contingency Fund			
Local	1,000.00	694.41	305.59
Regional	556.35	556.35	-----
Other Regional -			
Athletic Fund	7,611.40	7,611.40	-----
Blanchard Auditorium			
Local	9,725.00	9,682.31	42.69
Regional	6,100.06	6,100.06	-----

	Appropriated or Available	Disbursed or Transferred	Balance
Cafeteria B.	\$ 8,516.18		
	C 67,945.05	64,182.71	12,278.52
Vocational Tuition and Transportation	2,000.00	1,949.71	50.29
School Maintenance - Federal P L 815 B	819.68	-----	819.68
School Maintenance - Federal P L 874 B	21,436.80		
	G 18,439.00	710.65	39,165.15
McCarthy School Addition - Construction B	429.99	-----	429.99
1963 Elementary School . . B	25,266.34	-----	25,266.34
Total Education	\$1,171,785.29	\$1,087,983.36	\$83,801.93

LIBRARIES

Salaries and Wages	\$11,225.00	\$10,599.70	\$ 625.30
Expense	3,202.00	2,677.36	524.64
Books B	204.25		
	7,000.00	7,103.32	100.93
Capital Outlay	300.00	270.80	29.20
Tainter Fund T	294.50	294.50	-----
Citizens' Library - West Acton: Wages	625.00	622.04	2.96
Expense	600.00	501.11	98.89
Total Libraries	\$23,450.75	\$22,068.83	\$ 1,381.92

CEMETERIES

Salaries and Wages	\$18,500.00	\$18,398.07	\$ 101.93
Expense	3,371.00	3,351.45	19.55
Mount Hope Oiling B	294.02		
	600.00	-----	894.02
Funds:			
Perpetual Care B	980.68		
	T 500.00	872.17	608.51
Hosmer B	1,159.51		
	T 500.00	1,325.61	333.90
Blanchard B	47.30	26.05	21.25
Wetherbee B	58.85		
	T 100.00	118.58	40.27
Raymond B	83.08	31.40	51.68
Whitney B	27.06		
	T 50.00	45.50	31.56
Knowlton B	76.33	25.60	50.73
Davis B	41.60	17.80	23.80
Watson B	52.61	52.20	.41
Wells B	44.75	23.25	21.50
Conant B	30.85	12.40	18.45
Ames B	38.31	8.95	29.36
Hoit and Scott B	50.56	10.55	40.01
O'Neill B	18.60	6.95	11.65

	Appropriated or Available	Disbursed or Transferred	Balance
Article 46, 1962 -			
Woodlawn Cemetery . B	\$ 1,200.00	\$ 388.00	\$ 812.00
Total Cemeteries	\$27,825.11	\$24,714.53	\$ 3,110.58

OTHER CLASSIFIED EXPENSES

Town Reports	\$ 2,600.00	\$ 2,490.81	\$ 109.19
Workmen's Compensation . .	7,000.00	5,384.54	1,615.46
Surety Bonds	615.00	492.51	122.49
Group Insurance and			
Blue Cross-Blue Shield. .	7,200.00		
R	363.06	7,563.06	-----
Fire Insurance - Town			
Buildings	6,000.00	4,235.46	1,764.54
Boiler and Machinery Ins-			
urance	940.00	891.42	48.58
Motor Vehicle Liability			
Insurance	3,000.00	2,832.96	167.04
Public Ceremonies and			
Celebrations	1,000.00		
R	47.32	1,047.32	-----
Miscellaneous	500.00	314.80	185.20
Bodily Injury Liability			
Insurance	750.00	629.60	120.40
Total Other Classified			
Expenses	\$30,015.38	\$25,882.48	\$ 4,132.90

PENSIONS

Pension Fund	\$12,798.00	\$12,798.00	\$ -----
Pension Fund Expense	689.11	689.11	-----
Military Service Fund.	4.80	4.80	-----
Total Pensions	\$13,491.91	\$13,491.91	\$ -----

AMORTIZATION OF DEBT AND INTEREST REQUIREMENTS

McCarthy Elementary School:			
Debt	\$15,000.00	\$15,000.00	\$ ----
Interest	2,500.00	2,500.00	-----
Merriam School:			
Debt	45,000.00	45,000.00	-----
Interest	20,520.00	20,520.00	-----
Regional School:			
Debt	42,370.00	42,370.00	-----
Interest	32,637.25	32,637.25	-----
McCarthy School Addition:			
Debt	15,000.00	15,000.00	-----
Interest	1,170.00	1,170.00	-----
South Fire House:			
Debt	12,000.00	12,000.00	-----
Interest	900.00	900.00	-----

	Appropriated or Available	Disbursed or Transferred	Balance
Anticipation of Revenue Notes:			
Interest R	\$ 1,200.00 <u>574.17</u>	<u>\$ 1,774.17</u>	<u>\$ -----</u>
Total Amortization of Debt and Interest Requirements	\$188,871.42	\$188,871.42	\$ -----

SPECIAL ARTICLES

44-ATM 3-11-63 Compilation of By-laws	\$ 2,500.00	\$ -----	\$ 2,500.00
3-STM 6-8-64 Accounting Equipment	7,000.00	6,816.34	183.66
3-STM 1-20-64 Assessor's Map.	8,000.00	3,246.45	4,753.55
39-ATM 3-10-58 Archives Committee	1,000.00	-----	1,000.00
6-STM 12-12-60 Conserva- tion Commission	200.00	-----	200.00
32-Sewerage Study Com- mittee	300.00	50.00	250.00
28-Police Cruisers	5,500.00	4,700.46	799.54
27-Radar Unit and Control Signs	1,321.00	1,295.00	26.00
14-Police Station - Construction D	6,000.00 100,000.00	59,142.35	46,857.65
3-STM 10-28-63 Police Station Land B	100.00	-----	100.00
4-STM 10-28-63 Police Station Architect B	3,000.00	3,000.00	-----
37-ATM 3-11-63 Emergency Generator	1,950.00	1,949.00	1.00
60-ATM 3-12-62 Hydrant Pope Road	1,000.00	-----	1,000.00
13-Fire Alarm System Extension	1,000.00	1,000.00	-----
64-ATM 3-12-62 Auxiliary Fire Dept.	435.00	-----	435.00
39-ATM 3-11-63 Fire Alarm Circuit Split	4,935.00	4,665.00	270.00
29-ATM 3-14-60 Town Dump Addition	1,000.00	-----	1,000.00
40-ATM 3-12-62 Parker Street Intersection	1,200.00	-----	1,200.00
4-STM 1-20-64 Rebuild Grader Engine	1,500.00	1,284.17	215.83
34-Highway Truck	12,000.00	11,999.00	1.00
64-ATM 3-11-63 Speed Limit Signs, High Street	310.00	299.00	11.00
29-ATM 3-13-61 Martin Street Culvert and Bridge	2,500.00	-----	2,500.00
8-STM 6-8-64 Brucewood/ Redwood Roads	1,000.00	1,000.00	-----
9-STM 6-8-64 Oakwood Road	3,000.00	3,000.00	-----
5-STM 6-8-64 Willow-Arling- ton/Concord Streets	10,963.30	10,963.30	-----

	Appropriated or Available	Disbursed or Transferred	Balance
STM 6-24-57 Civil De- fense - Gonset Rigs	\$ 625.00	\$ -----	\$ 625.00
STM 6-24-57 Civil De- fense - Power Unit.	300.00	-----	300.00
58-ATM 3-11-63 Civil De- fense - Gonset Rigs	475.00	-----	475.00
23 Bell and Clock System- Towne School	1,250.00	-----	1,250.00
24 Sprinkler System - Towne School	15,000.00	12,335.77	2,664.23
1-STM 10-19-64 Flerra School Land	51,000.00		
	40,000.00	90,000.00	1,000.00
25 Repaint Interior - Towne School	9,000.00	-----	9,000.00
26 Desks and Chairs - Towne School	5,000.00	-----	5,000.00
5-STM 10-28-63 Library Addition	5,000.00	4,735.00	265.00
2-STM 6-8-64 Library Addition	10,000.00	-----	10,000.00
17-ATM 3-9-59 Mount Hope - Clearing.	2,000.00	845.50	1,154.50
31-ATM 3-14-60 Cemeteries Layout	200.00	-----	200.00
6-STM 6-8-64 1963 In- surance Bill	217.85	217.85	-----
		A32,000.00	
Stabilization Fund	<u>162,000.00</u>	<u>130,000.00</u>	<u>-----</u>
		A32,000.00	
Total Special Articles	\$479,782.15	\$352,544.19	\$95,237.96
Total of all Departmental Items	<u>\$2,651,415.48</u>	A32,266.67 <u>\$2,309,272.25</u>	<u>\$309,876.56</u>

AGENCY AND TRUST

Agency:

State Audit of Municipal Accounts . . .	\$ 1,527.32
State Parks and Reservations.	3,963.63
State Motor Vehicles Excise Bills . .	789.90
Middlesex County Tax.	23,379.96
Middlesex County Hospital Assessment	587.38
Middlesex County Dog Licenses	2,081.50
Federal Withholding Taxes	83,854.99
State Withholding Taxes.	12,661.53
Massachusetts Hospital Service	7,094.63
Middlesex County Retirement Association	13,538.47
Massachusetts Teachers' Retirement Fund	19,452.51
Acton Teachers' Insurance	1,023.73
Acton Employee Life Insurance	793.20

Trust:

Conservation.	7,899.73
Charity	1,250.00

Cemeteries.	\$ 6,200.00
Firemen's Relief Fund	275.00
Trust Fund Income.	19,220.07
Refunds:	
Taxes	17,588.17
Board of Health	15.00
Anticipation of Revenue Note	200,000.00
Court Judgements	<u>37,609.55</u>
 Total Agency and Trust	 <u>\$460,806.27</u>
 Grand Total of all Cash Disbursements	 \$2,770,078.52 =====
 Treasurer's Report - Paid Selectmen's	
Orders for 1964.	\$2,771,728.48
Less - Checks canceled	<u>1,649.96</u>
 Net Payments, as above	 \$2,770,078.52 =====

Recap of transfers from the Reserve Fund

Veterans' Benefits	\$ 5,499.79
Fire Alarm System-Wages	2,171.44
Fire Department-Expense	818.00
Dump-Wages.	470.00
Debt Interest.	574.17
Hydrant Rental	355.00
Blue Cross-Blue Shield, Town Employees	363.06
Snow	3,300.00
Machinery Maintenance.	400.00
1965 State Census	500.00
Building Inspector-Salary	30.60
Building Inspector-Expense	100.00
Gas Inspector-Wages	20.50
Plumbing Inspector-Wages	93.50
Buildings and Grounds-Expense	156.76
Police Department-Expense.	96.24
Public Celebrations and Ceremonies	
Committee	<u>47.32</u>
	\$14,996.38 =====

KEY TO ALPHABETICAL DESIGNATIONS

- A --- Audit adjustments
- B --- Balance from previous year
- C --- Cash receipts
- D --- Debt Increase
- G --- Grants from Federal, State and County Funds
- L --- Lien Recoveries from Welfare cases
- R --- Reserve Fund transfers
- T --- Trust Fund transfers

BALANCE SHEET

December 31, 1964

ASSETS

Cash:

General Funds	\$533,351.82	
Petty Cash Funds	<u>70.00</u>	\$533,421.82

Accounts Receivable:

Taxes

Levy of 1960		
Personal Property	76.00	
Levy of 1961		
Personal Property	38.00	
Levy of 1962		
Personal Property	123.00	
Levy of 1963		
Real Estate \$ 3,587.68		
Poll 10.00		
Personal Property 91.30	3,688.98	
Levy of 1964		
Real Estate 35,392.16		
Personal Property 5,439.50	<u>40,831.66</u>	44,757.64

Motor Vehicle Excise:

Levy of 1960	635.04	
Levy of 1961	656.99	
Levy of 1962	879.88	
Levy of 1963	4,363.18	
Levy of 1964	<u>31,688.50</u>	38,223.59

Tax Titles	860.07	
Tax Possessions	<u>367.73</u>	1,227.80
Taxes in Litigation		82.18

Departmental:

Recreation	77.50	
Citizens' Library	11.00	
Planning Board	50.00	
School	436.61	
Veterans' Aid	3,647.70	
Aid to Dependent Children	1,714.20	
Cemetery	100.00	
Highway	<u>891.64</u>	6,928.65
Aid to Highways:		
State	21,193.74	
County	<u>8,400.00</u>	29,593.74

Under-estimate, 1964 Assessment:

Middlesex County Tax		1,451.54
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Due from Stabilization Fund:

School Construction	75,000.00	
Ladder Truck	<u>32,000.00</u>	107,000.00
		<u>\$762,686.96</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessments not Due	\$ 7,650.77	
Loan in Anticipation of State and County Reimbursement		
State	33,575.00	
County	7,500.00	
	<u>41,075.00</u>	

LOANS AUTHORIZED - NOT ISSUED

New Elementary School	800,000.00	
Library Addition	200,000.00	
	<u>1,000,000.00</u>	

DEBT ACCOUNTS

Net Funded or Fixed Debt	<u>829,000.00</u>	
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TRUST ACCOUNTS

Trust Funds - Cash and Securities:		
In Custody of Town Treasurer . .	550,099.84	
In Custody of Trustees	<u>3,465.44</u>	

LIABILITIES AND RESERVES

Employees' Payroll Deductions:		
Federal Taxes	\$ 9,316.10	
State Taxes	1,202.92	
Blue Cross-Blue Shield	859.07	
Middlesex County Retirement System	1,463.85	
Group Life Insurance	<u>86.78</u>	\$ 12,928.72
Guarantee Deposits:		
Board of Appeals	13.50	
Planning Board	<u>42.75</u>	56.25
Unclaimed Checks		279.76
Trust Fund Income Transfer Balances		
Unexpended:		
Cemetery -		
Perpetual Care	608.51	
Susan Noyes Hosmer	333.90	
Luke Blanchard	21.25	
J. Roland Wetherbee	40.27	
Georgia Whitney	31.56	
Hoit and Scott	40.01	
Henry S. Raymond	51.68	
Frank Knowlton	50.73	
Robert I. Davis	23.80	
Sarah A. Watson41	
Carrie F. Wells	21.50	
George T. Ames	29.36	
Mrs. Harry O'Neil	11.65	
A. B. Conant	<u>18.45</u>	1,283.08

Federal Grants:

Welfare Administration	\$ 184.59	
Old Age Assistance	21,272.68	
Medical Aid for Aged Persons . .	4,433.01	
Aid to Dependent Children	5,921.52	
Disability Assistance	676.07	
Public Law 815 School	819.68	
Public Law 874 School	<u>39,165.15</u>	72,472.70

Revolving Fund - School Department:

Cafeteria		12,278.52
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Unexpended Appropriation Balances:

1965 State Census	500.00
Chapter 90 Construction	52,500.00
Article 8 STM 9.9.63 Con- struction - Arlington/ Parker Streets	9,931.11
Julia McCarthy School Addition-Construction	429.99
1963 Elementary School	25,266.34
Article 46 (1962) Woodlawn Cemetery	812.00
Article 23 (1955) Mount Hope Oiling	294.02
Article 4 STM 6-8-64 Mount Hope Oiling	600.00
Article 44 ATM 3-11-63 Com- pilation of By-laws	2,500.00
Article 3 STM 6-8-64 Ac- counting Equipment	183.66
Article 3 STM 1-20-64 As- sessors' Map	4,753.55
Article 39 ATM 3-10-58 Ar- chives Committee	1,000.00
Article 6 STM 12-12-60 Con- servation Commission	200.00
Article 32 ATM 3-9-64 Sewerage Committee	250.00
Article 14 ATM 3-9-64 Police Station Construction	46,857.65
Article 3 STM 10-28-63 Police Station Land	100.00
Article 60 ATM 3-12-62 Hy- drant, Pope Road	1,000.00
Article 64 ATM 3-12-62 Aux- iliary Fire Dept.	435.00
Article 39 ATM 3-11-63 Fire Alarm Circuit Split	270.00
Article 29 ATM 3-14-60 Town Dump Addition	1,000.00
Article 40 ATM 3-12-62 Parker Street Intersection	1,200.00
Article 29 ATM 3-13-61 Martin Street Culvert & Bridge	2,500.00
STM 6-24-57 Civil Defense, Gonset Rigs	625.00
STM 6-24-57 Civil Defense, Power Unit	300.00

Article 58 ATM 3-11-63 Civil Defense, Gonset Rigs	475.00	
Article 23 ATM 3-9-64 Bell & Clock System-Towne School.	1,250.00	
Article 24 ATM 3-9-64 Sprink- ler System, Towne School	2,664.23	
Article 25 ATM 3-9-64 Repaint Interior, Towne School	9,000.00	
Article 26 ATM 3-9-64 Desks and Chairs, Towne School	5,000.00	
Article 5 STM 10-28-63 Library Addition	265.00	
Article 2 STM 6-8-64 Library Addition	10,000.00	
Article 1 STM 10-19-64 Flerra School Land	1,000.00	
Article 17 ATM 3-9-59 Mount Hope Clearing	1,154.50	
Article 31 ATM 3-14-60 Cemeteries Layout.	<u>200.00</u>	\$184,517.05
County Dog License Fees		105.25
Cemetery Land Fund		6,180.35
Road Machinery Fund		6,119.64
Tax Title Foreclosures		180.00
Bond Forfeiture.		81.94
Over-estimate, 1964 Assessment State Parks		355.67
Premium on Police Station Note Issue.		90.00
Reserves for appropriations from Stabilization Fund: School Construction	\$75,000.00	
Ladder Truck	<u>32,000.00</u>	107,000.00
Reserve for Petty Cash Funds		70.00
Revenue reserved until collected: Motor Vehicle and Trailer Excise	38,223.59	
Tax Titles and Possessions.	1,227.80	
Taxes in litigation	82.18	
Departmental	6,928.65	
State and County Aid to Highways	<u>29,593.74</u>	76,055.96
Overlays reserved for abatements: Levy of 1960	76.00	
Levy of 1961	38.00	
Levy of 1962	123.00	
Levy of 1963	3,688.98	
Levy of 1964	<u>8,161.54</u>	12,087.52
Overlay Surplus - Reserve Fund		17,419.71
Surplus Revenue		<u>253,124.84</u>
		<u>\$762,686.96</u>

DEFERRED REVENUE ACCOUNTS

Street Assessments for Betterments. .	\$ 7,650.77
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LOAN IN ANTICIPATION OF STATE AND COUNTY REIMBURSEMENT

Chapter 81	\$ 20,075.00
Chapter 90, Construction	3,000.00
Chapter 90, Maintenance	18,000.00
	<u>41,075.00</u>

LOANS AUTHORIZED - NOT ISSUED

New Elementary School	800,000.00
Library Addition	200,000.00
	<u>\$1,000,000.00</u>

DEBT ACCOUNTS

Inside Debt Limit:

Elementary School-Florence A. Merriam	\$135,000.00	
Elementary School-Julia McCarthy	30,000.00	
Addition to Julia McCarthy School	30,000.00	
South Fire Station	24,000.00	
Police Station	100,000.00	
Land for New Elementary School	40,000.00	359,000.00

Outside Debt Limit:

Elementary School-Florence A. Merriam	390,000.00	
Elementary School-Julia McCarthy	80,000.00	470,000.00
		<u>\$829,000.00</u>

TRUST ACCOUNTS

In custody of Town Treasurer:

Charity Funds -

Elizabeth M. White	\$ 28,122.01
Georgia E. Whitney	14,431.61
Betsy M. Ball	16,066.66
Varnum Tuttle Memorial . .	11,994.31

Cemetery Funds -

Arlette Appleyard	2,000.00
Henry S. Raymond-Monument	1,216.93
Henry S. Raymond-Care. . .	2,667.37
Hoit and Scott	702.54
J. Roland Wetherbee.	13,867.87
Perpetual Care	125,155.24
Luke Blanchard.	2,737.01
Frank C. Hayward	1,628.81
Georgia E. Whitney	1,981.48
Susan Noyes Hosmer	105,374.49
Dr. Robert I. Davis	1,203.30
Frank R. Knowlton.	1,202.61
George T. Ames	513.66
Mrs. Harry O'Neil.	436.56
Sarah A. Watson	2,978.70
Carrie F. Wells	3,602.91

THE TOWN OF ACTON

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A. B. Conant Family	\$ 1,142.08
Elbridge Jones Robbins and Descendants	1,022.50
Library and Educational Funds -	
Acton High School	4,781.24
Wilde Memorial	35,798.05
Georgia E. Whitney	17,991.45
Conservation Fund	21,736.55
Firemen's Relief Funds -	
Acton	12,422.91
West Acton	1,174.75
Stabilization Fund	<u>116,146.24</u>
	<u><u>\$550,099.84</u></u>
In custody of Trustees:	
Charlotte Goodnow	<u><u>\$ 3,465.54</u></u>

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ASSESSORS REPORT - 1964

To The Honorable Board of Selectmen:

Taxes assessed as follows:

Buildings exclusive of land	\$14,437,085.00
Land	1,472,205.00
Personal	<u>1,298,105.00</u>

TOTAL VALUATION	\$17,207,395.00
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Valuation - January 1, 1963	15,805,755.00
Increase in Valuation	<u>\$ 1,401,640.00</u>

Rate of Taxation - \$86.00 per \$1,000.

Real Estate	\$1,368,198.94
Personal Estate	<u>111,637.03</u>

TOTAL TAXES ASSESSED	\$ 1,479,835.97
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Amount of Money Raised:

State Parks and Reservations	\$ 4,718.07	
State Audit and Municipal Accounts	1,527.32	
Motor Vehicle Excise Bills	789.90	
County Tax	22,029.12	
Tuberculosis Hospital Grant	587.38	
Town Grant	1,403,184.18	
Overlay	<u>47,000.00</u>	
		\$ 1,479,835.97

Motor Vehicle and Trailer Excise:

Number of Vehicles Assessed - 6026	
Commissioners value of Motor Vehicles and Trailers	\$4,628,670.00

Rate of Excise - \$66.00

Total Excise	\$ 265,303.40
Added Excise of 1963	12,187.26

Number of vehicles -

Added excise - 526

Value of vehicles - Added Excise	517,908.00
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Recommitted Excise - 1963	149.05
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Number of vehicles -

Recommitted Excise - 3

Value of Vehicles - Recommitted Excise	3,050.00
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Respectfully submitted,

DEWEY E. BOATMAN
CARL C. FLINT
CARL R. GODFREY

Board of Assessors

* * * *

TOWN COLLECTOR'S REPORT

To The Honorable Board of Selectmen:

PERSONAL PROPERTY TAXES - 1958

Outstanding January 1, 1964		\$	312.00
Payments to Treasurer	\$	0.00	
Abatements		312.00	
Outstanding December 31, 1964		<u>0.00</u>	<u>=====312.00=====</u>

PERSONAL PROPERTY TAXES - 1959

Outstanding January 1, 1964			300.00
Payments to Treasurer		0.00	
Abatements		300.00	
Outstanding December 31, 1964		<u>0.00</u>	<u>=====300.00=====</u>

PERSONAL PROPERTY TAXES - 1960

Outstanding January 1, 1964			380.00
Payments to Treasurer		0.00	
Abatements		304.00	
Outstanding December 31, 1964		<u>76.00</u>	<u>=====380.00=====</u>

POLL TAXES - 1961

Outstanding January 1, 1964		6.00	
Refund		<u>2.00</u>	8.00
Payments to Treasurer		4.00	
Abatements		4.00	
Outstanding December 31, 1964		<u>0.00</u>	<u>=====8.00=====</u>

PERSONAL PROPERTY TAXES - 1961

Outstanding January 1, 1964			342.00
Payments to Treasurer		0.00	
Abatements		304.00	
Outstanding December 31, 1964		<u>38.00</u>	<u>=====342.00=====</u>

REAL ESTATE TAXES - 1961

Outstanding January 1, 1964			23.56
Payments to Treasurer		0.00	
Transfer to Tax Litigation		23.56	
Outstanding December 31, 1964		<u>0.00</u>	<u>=====23.56=====</u>

POLL TAXES - 1962

Outstanding January 1, 1964		24.00	
Refund		<u>2.00</u>	26.00

Payments to Treasurer	\$	2.00	
Abatements		24.00	
Outstanding December 31, 1964		<u>0.00</u>	\$ <u>26.00</u>

PERSONAL PROPERTY TAXES - 1962

Outstanding January 1, 1964			123.00
Payments to Treasurer		0.00	
Outstanding December 31, 1964		<u>123.00</u>	<u>123.00</u>

REAL ESTATE TAXES - 1962

Outstanding January 1, 1964			2,171.15
Payments to Treasurer		1,991.98	
Transfer to Tax Titles		153.75	
Transfer to Tax Litigation		25.42	
Outstanding December 31, 1964		<u>0.00</u>	<u>2,171.15</u>

POLL TAXES - 1963

Outstanding January 1, 1964		112.00	
Refund		<u>4.00</u>	116.00
Payments to Treasurer		36.00	
Abatements		70.00	
Outstanding December 31, 1964		<u>10.00</u>	<u>116.00</u>

PERSONAL PROPERTY TAXES - 1963

Outstanding January 1, 1964			4,577.45
Payments to Treasurer		4,486.15	
Outstanding December 31, 1964		<u>91.30</u>	<u>4,577.45</u>

REAL ESTATE TAXES - 1963

Outstanding January 1, 1964		40,641.55	
Refund		<u>166.00</u>	40,807.55
Payments to Treasurer		36,865.04	
Abatements		166.00	
Transfer to Tax Titles		155.63	
Transfer to Tax Litigation		33.20	
Outstanding December 31, 1964		<u>3,587.68</u>	<u>40,807.55</u>

PERSONAL PROPERTY TAXES - 1964

Commitment per warrant			111,637.03
Payments to Treasurer		106,008.33	
Abatements		189.20	
Outstanding December 31, 1964		<u>5,439.50</u>	<u>111,637.03</u>

REAL ESTATE TAXES - 1964

Commitment per warrant	\$1,368,198.94	
Refunds	<u>8,458.56</u>	\$1,376,657.50
Payments to Treasurer	1,302,409.68	
Abatements	38,649.26	
Transfer to Tax Titles	206.40	
Outstanding December 31, 1964	<u>35,392.16</u>	<u>\$1,376,657.50</u>

MOTOR VEHICLE & TRAILER EXCISE-1960

Outstanding January 1, 1964		1,020.62
Payments to Treasurer	18.97	
Abatements	366.61	
Outstanding December 31, 1964	<u>635.04</u>	<u>1,020.62</u>

MOTOR VEHICLE & TRAILER EXCISE-1961

Outstanding January 1, 1964		1,345.78
Payments to Treasurer	4.43	
Abatements	684.36	
Outstanding December 31, 1964	<u>656.99</u>	<u>1,345.78</u>

MOTOR VEHICLE & TRAILER EXCISE-1962

Outstanding January 1, 1964		2,281.12
Payments to Treasurer	302.30	
Abatements	1,098.94	
Outstanding December 31, 1964	<u>879.88</u>	<u>2,281.12</u>

MOTOR VEHICLE & TRAILER EXCISE-1963

Outstanding January 1, 1964	43,904.21	
Commitment per warrant	12,336.31	
Refunds	<u>2,693.09</u>	58,933.61
Payments to Treasurer	45,602.89	
Abatements	8,967.54	
Outstanding December 31, 1964	<u>4,363.18</u>	<u>58,933.61</u>

MOTOR VEHICLE & TRAILER EXCISE-1964

Commitment per warrant	265,303.40	
Refunds	<u>6,262.52</u>	271,565.92
Payments to Treasurer	219,144.26	
Abatements	20,733.16	
Audit Adjustment	1.85	
Outstanding December 31, 1964	<u>31,686.65</u>	<u>271,565.92</u>

FARM ANIMAL EXCISE - 1964

Commitment per warrant	\$	109.14
Payments to Treasurer		<u>109.14</u>

STREET BETTERMENTS ADDED TO TAXES - 1964

Commitment per warrant		671.58
Payments to Treasurer		<u>671.58</u>

COMMITTED INTEREST - 1964

Commitment per warrant		80.57
Payments to Treasurer		<u>80.57</u>

INTEREST & COSTS ON TAXES - EXCISE - ASSESSMENTS

Collections 1964		1,176.53
Payments to Treasurer		<u>1,176.53</u>

CERTIFICATES OF MUNICIPAL LIEN - 1964

Collections 1964		876.00
Payments to Treasurer		<u>876.00</u>

STREET BETTERMENT ASSESSMENTS
NORTH & CROSS STREETS

Commitment per warrant		7,333.77
Payments to Treasurer	1,025.70	
Outstanding December 31, 1964	<u>6,308.07</u>	<u>7,333.77</u>

Respectfully submitted,

WM. HENRY SOAR
Town Collector

* * * *

STATE AUDITOR'S REPORT

To The Board of Selectmen
Mr. Arthur W. Lee, Chairman
Acton, Massachusetts

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the town of Acton for the year ending December 31, 1963, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Chief of Bureau.

Very truly yours,

ARTHUR H. MacKINNON
Director of Accounts

AHM:mdg

Mr. Arthur H. MacKinnon
Director of Accounts
Department of Corporations and Taxation
Boston, Massachusetts

Sir:

As directed by you, I have made an audit of the books and accounts of the town of Acton for the year ending December 31, 1963, and submit the following report thereon:

The financial transactions, as recorded on the books of the several departments receiving or disbursing money for the town or committing bills for collection, were examined, checked, and verified by comparison with the records in the offices of the town accountant and the town treasurer.

The books and accounts in the office of the town accountant were examined and checked in detail. The recorded receipts were compared with the treasurer's books and with the records in the several departments collecting money for the town; the payments, as entered, were checked with the treasurer's books and with the treasury warrants; while the appropriations, transfers, and loan authorizations were checked with the town clerk's records of financial votes passed by the town meetings and with the finance committee's authorizations of transfers from the reserve fund.

The ledger accounts were analyzed, a trial balance was taken off, and a balance sheet showing the financial condition of the town on December 31, 1963 was prepared and is appended to this report.

The books and accounts of the town treasurer were examined and checked in detail. The recorded receipts were analyzed and compared with the departmental records of payments to the treasurer, with other sources from which money was paid into the town treasurer, and with the accountant's books. The payments were compared with the warrants approved by the selectmen and with the accountant's books.

The treasurer's cash balance on February 17, 1964 was proved by actual count of the cash in the office, and by reconciliation of the bank balances with statements furnished by the banks of deposit.

The payments on account of maturing debt and interest were proved with the amounts falling due and checked with the cancelled securities on file. The outstanding coupons were listed and reconciled with the balance in the bond and coupon account as shown by a statement received from the bank of deposit.

The records of payroll deductions for Federal and State taxes, county and teachers' retirement systems, Blue Cross and Blue Shield, and group insurance were examined. The deductions were footed, the payments to the proper agencies were verified, and the balances on hand were reconciled with the respective controls in the town accountant's ledger.

The records of tax titles and tax possessions held by the town were examined and checked. The taxes transferred to the tax title account were checked with the collector's books, the reported redemptions of tax titles were compared with the treasurer's recorded receipts, and the tax titles and tax possessions on hand were listed, reconciled with the town accountant's ledger, and checked with the records at the Registry of Deeds.

The transactions of the several trust and investment funds in the custody of the town treasurer and the trustees of the Charlotte L. Goodnow Fund were verified, and the securities and savings bank books representing the investment of these funds were examined and listed.

The books and accounts of the town collector were examined and checked. The tax, excise, assessment, and departmental accounts outstanding at the time of the previous examination, as well as all subsequent commitments, were audited and proved. The recorded collections were compared with the payments to the treasurer, the abatements were checked with the assessors' records of abatements granted, the taxes transferred to the tax title account were checked with the treasurer's records of tax titles held by the town, and the outstanding accounts were listed and reconciled with the respective controls in the town accountant's ledger.

The outstanding tax, excise, and departmental accounts were verified by mailing notices to a number of persons whose names appeared on the books as owing money to the town, and from the replies received thereto it appears that the accounts, as listed, are correct.

The assessors' records of apportioned street betterment assessments were examined. The amounts added to the tax levy of 1963 were compared with the collector's records, and the apportionments due in future years were listed and reconciled with the respective accounts in the town accountant's ledger.

The town clerk's records pertaining to dog and sporting licenses issued, as well as to collections for licenses, recording fees, marriage intentions, etc., were examined and checked. The cash book was footed, the payments to the treasurer and to the Division of Fisheries and Game were verified, and the cash on hand on February 17, 1964 was proved.

The surety bonds of the town officials on file for the faithful performance of their duties were examined and found to be in proper form.

The records of departmental cash collections by the board of selectmen, the sealer of weights and measures, and the building and wire inspectors, as well as by the police, fire, health, school, library, and cemetery departments, and by all other departments in which money was collected for the town, were examined and checked. The payments to the treasurer were verified by comparison with the treasurer's and the town accountant's books, and the cash on hand in the several departments, including petty cash advances, was proved by actual count.

Appended to this report, in addition to the balance sheet, are tables showing reconciliations of the treasurer's and town clerk's cash, summaries of the Tax, excise, assessment, tax title, tax possession, and departmental accounts, as well as schedules showing the condition and transactions of the trust and investment funds.

For the cooperation extended by the several town officials during the progress of the audit, I wish, on behalf of my assistants and for myself, to express appreciation.

Respectfully submitted,

WILLIAM SCHWARTZ
Assistant Chief of Bureau

WS:mdg

BALANCE SHEET

December 31, 1963

GENERAL ACCOUNTS

ASSETS

Cash:

General		\$394,044.32
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Advances for Petty:

Tax Collector	\$ 50.00	
School General	20.00	
School Lunch Program	<u>50.00</u>	120.00

Accounts Receivable:

Taxes:

Levy of 1958:		
Personal Property	312.00	
Levy of 1959:		
Personal Property	300.00	
Levy of 1960:		
Personal Property	380.00	
Levy of 1961:		
Poll	6.00	
Personal Property	342.00	
Real Estate	23.56	
Levy of 1962:		
Poll	24.00	
Personal Property	123.00	
Real Estate	2,171.15	
Levy of 1963:		
Poll	112.00	
Personal Property	4,577.45	
Real Estate	<u>40,641.55</u>	49,012.71

Motor Vehicle and Trailer Excise:

Levy of 1960	1,020.62	
Levy of 1961	1,345.78	
Levy of 1962	2,281.12	
Levy of 1963	<u>43,904.21</u>	48,551.73

Tax Titles and Possessions:

Tax Titles	471.22	
Tax Possessions	<u>367.73</u>	838.95

Departmental:

Collector	88.50	
Planning Board	50.00	
Highway	891.64	
General Relief	113.15	
Aid to Dependent Children	1,376.30	
Old Age Assistance	447.72	
Veterans' Services	3,600.27	
School	166.61	
Cemetery	<u>104.50</u>	6,838.69

Aid to Highways:

State	36,927.33	
County	<u>9,726.17</u>	46,653.50

Loans Authorized:

School Construction		\$800,000.00
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Due from Stabilization Fund

for School Construction.		75,000.00
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Unprovided For or Overdrawn Accounts:

Underestimates 1963:

State Recreation Areas

Assessment	\$	398.77	
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County Tax		100.70	
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			499.47
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			<u>\$1,421,559.37</u>
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DEFERRED REVENUE ACCOUNTS

Apportioned Assessments Not Due:

Street		<u>\$ 2,014.28</u>
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DEBT ACCOUNTS

Net Funded or Fixed Debt:

Inside Debt Limit:

General	\$266,000.00
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Outside Debt Limit:

General	<u>510,000.00</u>
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	<u>\$776,000.00</u>
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TRUST AND INVESTMENT ACCOUNTS

Trust and Investment Funds:

Cash and Securities:

In Custody of Treasurer	\$576,140.88
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In Custody of Trustees	<u>3,465.54</u>
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	<u>\$579,606.42</u>
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LIABILITIES AND RESERVES

Payroll Deductions:

Federal Taxes	\$	74.40	
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State Taxes		2,301.89	
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County Retirement System		1,084.71	
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Blue Cross and Blue Shield		542.98	
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Group Insurance		<u>68.16</u>	
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	\$	4,072.14
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Guarantee Deposits:

Planning Board	71.30
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Board of Appeals	24.00
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Construction	<u>81.94</u>
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	177.24
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Agency:

Dog Licenses - Due County	105.25
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Tailings:

Unclaimed Checks	279.76
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Trust Fund Income:		
Cemeteries		\$ 2,710.09
Recoveries:		
Old Age Assistance		585.75
Federal Grants:		
Disability Assistance:		
Administration	\$ 48.35	
Assistance	1,896.90	
Aid to Dependent Children:		
Administration	85.84	
Aid	6,535.32	
Old Age Assistance:		
Administration	34.43	
Assistance	26,925.72	
Medical Assistance for the Aged:		
Administration	74.67	
Assistance	6,079.20	
School:		
Public Law #81-815	819.68	
Public Law #81-874	<u>21,436.80</u>	63,936.91
Revolving Fund:		
School Lunch		8,516.18
Appropriation Balances:		
Revenue:		
General	\$106,588.74	
Non-Revenue:		
School Construction	<u>429.99</u>	107,018.73
Appropriation from Stabilization		
Fund for School Construction . .		75,000.00
Loans Authorized and Unissued . . .		800,000.00
Sale of Cemetery Lots Fund		5,130.35
Receipts Reserved for Appropriation:		
Road Machinery		14,129.82
Reserved Fund - Overlay Surplus . .		27,078.48
Overlays Reserved for Abatements:		
Levy of 1958	\$ 312.00	
Levy of 1959	300.00	
Levy of 1960	380.00	
Levy of 1961	371.56	
Levy of 1962	2,318.15	
Levy of 1963	<u>7,148.06</u>	10,829.77
Revenue Reserved Until Collected:		
Motor Vehicle and Trailer Excise .	\$48,551.73	
Tax Title and Possession	838.95	
Departmental	6,838.69	
Aid to Highway	<u>46,653.50</u>	102,882.87
Reserve for Petty Cash Advance . . .		120.00

Surplus Revenue	\$198,986.03
	<u>\$1,421,559.37</u>

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessments Revenue:	
Due in 1964 to 1966, Inclusive . .	<u>\$ 2,014.28</u>

DEBT ACCOUNTS

Serial Loans:

Inside Debt Limit:

School	\$230,000.00	
Municipal Building	<u>36,000.00</u>	\$266,000.00

Outside Debt Limit:

School	<u>510,000.00</u>	
	<u>\$776,000.00</u>	

TRUST AND INVESTMENT ACCOUNTS

In Custody of Treasurer:

Welfare Funds:

Betsy M. Ball	\$15,399.44
Elizabeth White	27,668.96
Georgia E. Whitney	14,320.99
Varnum Tuttle Memorial. . . .	11,502.35

School Funds:

Charlotte Conant	4,590.00
Georgia E. Whitney Memorial.	17,253.51

Library Funds:

Wilde Memorial.	34,647.43
Acton Firemen's Relief Fund. . .	11,654.22
West Acton Firemen's Relief Fund.	1,128.45

Cemetery Funds:

Perpetual Care	116,468.27
Hoit and Scott	673.85
J. Roland Wetherbee.	13,439.20
Georgia E. Whitney	1,949.79
Luke Blanchard.	2,620.61
Frank C. Hayward	1,562.96
Susan Noyes Hosmer	101,532.07
Henry L. Raymond Monument.	1,169.63
Henry L. Raymond Care	2,557.57
Dr. Robert L. Davis	1,154.05
Frank E. Knowlton.	1,153.18
George T. Ames	493.91
Mrs. Harry O'Neil.	419.88
Sarah A. Watson	2,862.90
Carrie F. Wells.	3,456.73
A. B. Conant Family.	1,094.88
Elbridge, Jones, Robbins and Descendents	1,000.00

Investment Funds:

Stabilization	170,826.35	
Conservation.	<u>13,539.70</u>	\$576,140.88

In Custody of Trustees:

Charlotte L. Goodnow Fund

\$ 3,465.54

\$579,606.42

* * * *

TREASURER'S REPORT

For the Year Ending December 31, 1964

To The Honorable Board of Selectmen:

Cash Balance January 1, 1964 . . .

\$394,044.32

RECEIVED FROM STATE TREASURER

Disability Assistance, Federal . . .	\$ 1,043.98	
Aid Dependent Children, Federal .	8,568.23	
Medical Aid Aged, Federal	17,201.80	
Old Age Assistance, Federal	19,343.59	
Disability Assistance	6,168.74	
Medical Aid for Aged	12,049.56	
Old Age Assistance	11,633.84	
Aid Dependent Children.	5,326.68	
Loss of Taxes	3,527.98	
Snow Removal	1,218.76	
Chapter 90, Highways	4,152.33	
Chapter 81, Highways	33,156.26	
Corporation Taxes	43,741.53	
Income Taxes	96,101.91	
Chapter 782 - Section 4, Highways	10,963.30	
School Aid, Chapter 70-69-71. . . .	55,915.04	
Meal Taxes.	2,815.40	
Veterans Service	3,481.27	
Tuition & Transportation.	1,722.04	
School Construction, McCarthy Addition	13,567.15	
School Construction, McCarthy. . .	5,567.89	
School Construction, Merriam . . .	20,057.63	
Transportation	20,484.54	
General Relief.	99.81	
Public Libraries	1,809.50	
Temporary Aid	179.62	\$399,898.38

RECEIVED FROM COUNTY TREASURER

Dog Licenses	\$ 1,408.47	
Highway Allotments - 1961	1,500.00	
Highway Main - 1962	1,326.17	4,234.64

RECEIVED FROM TOWN CLERK

Sporting License Fees.	\$ 130.40
Dog License Fees	227.25
Certificates, Vital Statistics	334.00
Mortgage Fees	853.50
Business Certificates	33.50
Street Lists	122.00
Pole Locations	125.50
Cemetery Deeds	23.00

Storage Registrations	\$ 77.00	
Dog Licenses	<u>2,072.50</u>	\$ 3,998.65

RECEIVED FROM TOWN COLLECTOR

Motor Vehicle Excise Taxes, 1960	\$ 18.97	
Motor Vehicle Excise Taxes, 1961	4.43	
Poll Taxes, 1961	4.00	
Poll Taxes, 1962	2.00	
Real Estate Taxes, 1962	1,991.98	
Motor Vehicle Excise Taxes, 1962	302.30	
Poll Taxes, 1963	36.00	
Personal Property Taxes, 1963 ..	4,623.10	
Real Estate Taxes, 1963	36,728.09	
Motor Vehicle Excise Taxes, 1963.	45,602.89	
Farm Animal Excise Taxes, 1964.	109.14	
Personal Property Taxes, 1964 ..	106,008.33	
Real Estate Taxes, 1964	1,302,409.68	
Motor Vehicle Excise Taxes, 1964	219,144.26	
Street Betterments	671.58	
Committed Interest	80.57	
Street Betterments, North Cross .	1,025.70	
Lien Certificates	876.00	
General Relief Recovery	139.68	
Interest & Charges on Taxes	1,716.53	
Old Age Assistance Receivables ..	447.72	
Care Cemetery Lots	<u>652.50</u>	\$1,722,595.45

MISCELLANEOUS RECEIPTS

EMPLOYEE'S - PAYROLL DEDUCTIONS

State Withholding Taxes	11,644.14	
County Retirement	13,917.61	
Federal Withholding Taxes	92,867.79	
Group Insurance	772.46	
Blue Cross - Blue Shield	6,915.98	
Teacher's Insurance	1,010.73	
Teacher's Retirement	<u>19,452.51</u>	146,581.22

SCHOOL DEPARTMENT

Lunch Account	67,895.05	
Towne School	60.00	
Merriam School	505.00	
McCarthy School	52.50	
Telephone - Telegrams	52.30	
Blanchard Auditorium	7,056.00	
Federal Grant P.L. 874	18,439.00	
Petty Cash Account	<u>50.00</u>	94,109.85

BOARD OF SELECTMEN

Miscellaneous	241.00	
Licenses	902.00	
Wiring Permits	1,852.45	
Building Permits	<u>4,763.60</u>	7,759.05

SUPERINTENDENT - CEMETERY

Chapel Fees	\$ 60.00	
Miscellaneous	119.00	
Lowering Device	111.00	
Liner Installations	300.00	
Foundations	671.65	
Burials	1,848.00	
Sale of Lots	<u>1,050.00</u>	4,159.65

CHIEF OF POLICE

Dealers Permits	50.00	
Bicycle Registrations	39.50	
Pistol Permits	<u>150.00</u>	\$ 239.50

CHIEF OF FIRE DEPARTMENT

Permits Various	77.00	
Miscellaneous	79.00	
Rental, Fire Station's	<u>811.00</u>	967.00

BOARD OF HEALTH

Miscellaneous	47.00	
Clinics	270.25	
Gas Permits	1,265.50	
Sewerage Permits	865.00	
Plumbing Permits	2,095.50	
Nurse Services	794.50	
Permits	<u>63.50</u>	5,401.25

Notar's Package Store License. .	900.00
Village Package Store License. .	900.00
Recipients - Old Age Assistance	217.30
Recipients - General Relief	1,306.51
Recipients - Medical Aid Aged . .	90.35
Recipients - Aid Dependent Children	35.80
Recipients - Veteran's Benefits	387.50
Florence Merriam, Group Insurance	5.46
Florence Merriam, Blue Cross	56.22
Edith Hatch, Group Insurance. . .	5.46
Edith Hatch, Blue Cross	62.04
Timothy Hennessey, Group Insurance	7.26
Timothy Hennessey, Blue Cross	73.68
John E. Beach, Group Insurance .	2.48
John E. Beach, Blue Cross	82.56
Anne Rimbach, Group Insurance	4.96
Frederic Rimbach, Group Insurance	3.72
Frederic Rimbach, Blue Cross. .	123.84
Katherine Matsen, Group Insurance	1.86
Katherine Matsen, Blue Cross . .	21.30
Ella Campbell, Apartment Rent .	720.00
George K. Hayward, Sealer Weights	154.45
Roland A. Livermore, Hall Rental	430.00
Concord District Court Fines . .	846.20
Machinery Account	3,989.82
Planning Board, Hearings	175.00
Board Appeals, Hearings	80.00
Employees, Group Insurance . . .	8.16

Employees, Blue Cross	\$ 75.10	
West Acton Library Fines	125.05	
Memorial Library Fines	2,054.49	
Boston Mutual Life Insurance, Dividend	260.97	
Treasurer United States, Federal Withholding	228.90	
Treasurer United States, Interest	1.82	
Hardward Mutual Company, Fire Department	38.30	
Field & Cowles, Building Insurance	854.75	
Middlesex County National Bank, Note #428	200,000.00	
Middlesex County National Bank, Note #429	41,075.00	
Middlesex County National Bank, Note #450	40,000.00	
Center Fire Company, Firemen's Relief Fund	90.00	
South Fire Company, Firemen's Relief Fund	90.00	
West Fire Company, Firemen's Relief Fund	95.00	
Employees, School Insurance	13.00	
Carl W. Flint, Sale of Dogs	9.00	
Blue Cross - Blue Shield, Premium	1,835.00	
Time Inc., Engineering Department	11.50	
State Withholding Tax Receipts . . .	6.38	
Frances J. Farrell Tax Title	103.56	
Frances J. Farrell Interest	18.46	
Union National Bank, Police Station	100,000.00	
Union National Bank, Premium . . .	90.00	
Town of Concord, Lien of Taxes . . .	170.25	
Acton Minutemen Associates, Building Lease	1.00	
Carl Townsend, Land Sale	37.31	\$397,976.77

PERPETUAL CARE - WOODLAWN CEMETERY

Estate Mabel Harlow	200.00	
Catherine Kelleher	100.00	
David & Eleanor Tuttle	200.00	
Herbert & Thelma Leusher	100.00	
Mabel H. Dunne	200.00	
Raymond White	200.00	
Ruth Wilson	150.00	
Dorothy Blanchard	100.00	
A. Jane Marsh	100.00	
Richard Clemence	200.00	
Arthur L. Freese	100.00	
Margaret Boyer	50.00	
Frederick Abbt	200.00	
Estate Harriet Taylor	200.00	
Estate Arlette Appleyard	1,000.00	
Margaret Rennie	100.00	
Jorgen Larsen	200.00	3,400.00

PERPETUAL CARE - MT. HOPE

Myrna MacLeod	200.00
Esther Scribner	100.00

Nelson Wamboldt	\$ 200.00	
Daniel MacDougall	200.00	
Mabel MacAllester	200.00	
Donald McPherson	150.00	
Margaret Ferris	300.00	
Mary B. Hall	50.00	
Estate George Major	200.00	
Estate Arlette Appleyard	1,000.00	
Dorothy Hollywood	200.00	\$ 2,800.00

TRANSFERS TO TOWN ACCOUNT

Stabilization Fund	95,000.00	
Elizabeth White Fund	725.00	
Susan Noyer Hosmer Fund	500.00	
Cemetery Fund	500.00	
J. Roland Wetherbee Fund	100.00	
Memorial Library, Tainter Fund	294.50	
Georgia E. Whitney Cemetery Fund	50.00	
Georgia E. Whitney Fund	525.00	97,694.50

TRUST FUND INCOME

Elbridge Jones Robbins Fund	22.50	
Conservation Fund	297.12	
Acton High School Library Fund	167.81	
Betsey M. Ball Fund	454.28	
Cemetery Fund	4,000.76	
A. B. Conant Cemetery Fund	43.12	
Elizabeth White Fund	1,087.62	
Georgia E. Whitney Memorial Fund	646.88	
Georgia E. Whitney Fund	622.63	
Georgia E. Whitney Cemetery Fund	63.76	
Frank C. Hayward Cemetery Fund	43.13	
Hoit & Scott Cemetery Fund	21.56	
Luke Blanchard Cemetery Fund	107.79	
Henry S. Raymond Monument Fund	28.00	
Henry S. Raymond Cemetery Fund	109.80	
Susan Noyes Hosmer Cemetery Fund	3,532.23	
Varnum Tuttle Fund	431.25	
J. Roland Wetherbee Cemetery Fund	389.07	
Sarah Watson Cemetery Fund	100.00	
Stabilization Fund	5,101.08	
Memorial Library Fund	676.69	
Memorial Library, Tainter Fund	687.55	
Acton Firemen's, Relief Fund	338.83	
George T. Ames Fund	18.60	
Dr. Robert Davis Cemetery Fund	42.50	
Mrs. Harry O'Neil Fund	14.88	
Carrie Wells Cemetery Fund	128.13	
Frank Knowlton Cemetery Fund	42.50	19,220.07

Total Receipts for the year 1964	\$2,911,035.98
Cash Balance January 1, 1964	394,044.32
	<u>\$3,305,080.30</u>
Paid Selectmen's Orders for 1964	2,771,728.48
Cash Balance December 31, 1964	<u>\$ 533,351.82</u>

OUTSTANDING NOTES AND BONDS

Elementary School Bonds, Chapter 44		
General Laws 61 to 90, due 1965 to		
1970, Julia L. McCarthy School	\$ 30,000.00	
Elementary School Bonds Chapter 645		
Acts of 1948 121 to 200 due 1965 to		
1972, Julia L. McCarthy School	80,000.00	
Elementary School Bonds, Chapter 44		
Section of clause 3, General Laws		
106 to 240, due 1965 to 1977 Merriam School . . .	135,000.00	
Elementary School Bonds, Chapter 645		
Acts of 1948, 211 to 600 due 1965		
to 1977 Merriam School	390,000.00	
Elementary School Notes Chapter 44		
General Laws, 420 to 425 due 1965		
to 1967 McCarthy School Addition	30,000.00	
Fire Station Notes Chapter 44		
General Laws, 389 to 412 due 1965 to 1966	24,000.00	
Police Station Notes Chapter 44		
General Laws, 430 to 449 due 1965 to 1969	100,000.00	
Highway Notes, Chapter 44, General Laws		
Section 6A #429, due August 13, 1965	41,075.00	
Land Acquisition Note, Chapter 44		
Section 7, clause (3) General Laws		
#450, due December 10, 1965	40,000.00	

ACTON HIGH SCHOOL LIBRARY FUND

Balance January 1, 1964

Principal Fund	\$ 4,000.00	
Income Balance	<u>590.00</u>	\$ 4,590.00
Received interest for 1964		<u>191.24</u>
		\$ 4,781.24
On deposit December 31, 1964		<u>\$ 4,781.24</u>

ACTON FIREMEN'S RELIEF FUND

Balance January 1, 1964

Principal Fund	\$ 7,910.00	
Income Balance	<u>3,744.22</u>	\$ 11,654.22
Received to Fund in 1964		
Company salaries	275.00	
Interest	<u>493.69</u>	768.69
		\$ 12,422.91
On deposit December 31, 1964		<u>\$ 12,422.91</u>

GEORGE T. AMES CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 465.49	
Income Balance	<u>28.42</u>	\$ 493.91

Received interest for 1964	\$ 19.75
	<u>\$ 513.66</u>
On deposit December 31, 1964 . . .	<u><u>\$ 513.66</u></u>

ARLETTE APLEYARD CEMETERY FUND

Principal Fund (December)	\$ 2,000.00
On deposit December 31, 1964 . . .	<u><u>\$ 2,000.00</u></u>

BETSEY M. BALL FUND

Balance January 1, 1964

Principal Fund	\$10,095.26	
Income Balance	<u>5,304.18</u>	\$ 15,399.44
Received interest for 1964		<u>667.22</u>
		\$ 16,066.66
On deposit December 31, 1964		<u><u>\$ 16,066.66</u></u>

CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$91,497.21	
Income Balance	<u>24,971.06</u>	\$116,468.27
Received for Perpetual Care	4,200.00	
Received interest for 1964	<u>4,986.97</u>	<u>9,186.97</u>
		\$125,655.24
Cash on hand	\$ 531.04	
Transfer to Town Account	<u>500.00</u>	1,031.04
On deposit December 31, 1964 . . .		<u>124,624.20</u>
		<u><u>\$125,655.24</u></u>

A. B. CONANT CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 1,000.00	
Income Balance	<u>94.88</u>	\$ 1,094.88
Received interest for 1964		<u>47.20</u>
		\$ 1,142.08
On deposit December 31, 1964 . . .		<u><u>\$ 1,142.08</u></u>

CONSERVATION INVESTMENT FUND

Balance January 1, 1964

Principal Fund	\$13,539.70	
Income Balance	<u>-----</u>	\$ 13,539.70
Received to Fund - Article 15 . . .	7,899.73	
Received interest for 1964	<u>297.12</u>	8,196.85
		\$ 21,736.55
On deposit December 31, 1964 . . .		<u>\$ 21,736.55</u>

DR. ROBERT I. DAVIS CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 1,000.00	
Income Balance	<u>154.05</u>	\$ 1,154.05
Received interest for 1964		49.25
		\$ 1,203.30
On deposit December 31, 1964 . . .		<u>\$ 1,203.30</u>

ELBRIDGE JONES ROBBINS & DESCENDENTS FUND

Balance January 1, 1964

Principal Fund	\$ 1,000.00	
Income Balance	<u>-----</u>	\$ 1,000.00
Received interest for 1964		22.50
		\$ 1,022.50
On deposit December 31, 1964 . . .		<u>\$ 1,022.50</u>

ELIZABETH WHITE FUND

Balance January 1, 1964

Principal Fund	\$25,000.00	
Income Balance	<u>2,668.96</u>	\$ 27,668.96
Received interest for 1964		1,178.05
		\$ 28,847.01
Paid Trustee's orders for 1964 . .		725.00
On deposit December 31, 1964 . . .		<u>28,122.01</u>
		<u>\$ 28,847.01</u>

GEORGIA E. WHITNEY MEMORIAL FUND

Balance January 1, 1964

Principal Fund	\$15,000.00	
Income Balance	<u>2,253.51</u>	\$ 17,253.51

Received interest for 1964	\$ 737.94	
	<u>\$ 17,991.45</u>	
On deposit December 31, 1964 . . .	<u>\$ 17,991.45</u>	

GEORGIA E. WHITNEY FUND

Balance January 1, 1964

Principal Fund	\$14,073.70	
Income Balance	<u>247.29</u>	\$ 14,320.99
Received interest for 1964		<u>635.62</u>
		\$ 14,956.61
Paid Trustee's Orders for 1964 . .		525.00
On deposit December 31, 1964 . . .		<u>14,431.61</u>
		<u>\$ 14,956.61</u>

GEORGIA E. WHITNEY CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 1,500.00	
Income Balance	<u>449.79</u>	\$ 1,949.79
Received interest for 1964		<u>81.69</u>
		\$ 2,031.48
Transfer to Town Account		50.00
On deposit December 31, 1964 . . .		<u>1,981.48</u>
		<u>\$ 2,031.48</u>

FRANK C. HAYWARD CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 1,000.00	
Income Balance	<u>562.96</u>	\$ 1,562.96
Received interest for 1964		<u>65.85</u>
		\$ 1,628.81
On deposit December 31, 1964 . . .		<u>\$ 1,628.81</u>

HOIT & SCOTT CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 500.00	
Income Balance	<u>173.85</u>	\$ 673.85
Received interest for 1964		<u>28.69</u>
		\$ 702.54
On deposit December 31, 1964 . . .		<u>\$ 702.54</u>

MRS. HARRY O'NEIL'S CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 372.39	
Income Balance	<u>47.49</u>	\$ 419.88
Received interest for 1964		<u>16.68</u>
		\$ 436.56
On deposit December 31, 1964		<u>\$ 436.56</u>

FRANK R. KNOWLTON CEMETERY FUND

January 31, 1964

Principal Fund	\$ 1,000.00	
Income Balance	<u>153.18</u>	\$ 1,153.18
Received interest for 1964		<u>49.43</u>
		\$ 1,202.61
On deposit December 31, 1964 . . .		<u>\$ 1,202.61</u>

LUKE BLANCHARD CEMETERY FUND

January 1, 1964

Principal Fund	\$ 2,419.24	
Income Balance	<u>201.37</u>	\$ 2,620.61
Received interest for 1964		<u>116.40</u>
		\$ 2,737.01
On deposit December 31, 1964 . . .		<u>\$ 2,737.01</u>

HENRY S. RAYMOND FUND
MONUMENT PERPETUAL CARE

Balance January 1, 1964

Principal Fund	\$ 700.00	
Income Balance	<u>469.63</u>	\$ 1,169.63
Received interest for 1964		<u>47.30</u>
		\$ 1,216.93
On deposit December 31, 1964 . . .		<u>\$ 1,216.93</u>

HENRY S. RAYMOND CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 2,000.00	
Income Balance	<u>557.57</u>	\$ 2,557.57
Received interest for 1964		<u>109.80</u>
		\$ 2,667.37

On deposit December 31, 1964 . . . \$ 2,667.37

SUSAN NOYES HOSMER CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$82,238.95	
Income Balance	<u>19,293.12</u>	\$101,532.07
Received interest for 1964		<u>4,342.42</u>
		\$105,874.49
Transfer to Town Account		500.00
On deposit December 31, 1964		<u>105,374.49</u>
		<u><u>\$105,874.49</u></u>

VARNUM TUTTLE MEMORIAL FUND

Balance January 1, 1964

Principal Fund	\$10,000.00	
Income Balance	<u>1,502.35</u>	\$ 11,502.35
Received interest for 1964		<u>491.96</u>
		\$ 11,994.31
On deposit December 31, 1964		<u><u>\$ 11,994.31</u></u>

J. ROLAND WETHERBEE CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$10,000.00	
Income Balance	<u>3,439.20</u>	\$ 13,439.20
Received interest for 1964		<u>528.67</u>
		\$ 13,967.87
Transfer to Town Account		100.00
On deposit December 31, 1964		<u>13,867.87</u>
		<u><u>\$ 13,967.87</u></u>

ACTON MEMORIAL LIBRARY FUND

Balance January 1, 1964

Principal Fund	\$32,890.21	
Income Balance	<u>1,757.22</u>	\$ 34,647.43
Received interest for 1964		<u>1,445.12</u>
		\$ 36,092.55
Transfer to Town Account		294.50
On deposit December 31, 1964		<u>35,798.05</u>
		<u><u>\$ 36,092.55</u></u>

SARAH A. WATSON CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 2,500.00	
Income Balance	<u>362.90</u>	\$ 2,862.90
Received interest for 1964		<u>115.80</u>
		\$ 2,978.70
On deposit December 31, 1964 . . .		<u>\$ 2,978.70</u>

WEST ACTON FIREMEN'S RELIEF FUND

Balance January 1, 1964

Principal Fund	\$ 1,128.45	
Received interest for 1964	<u>46.30</u>	\$ 1,174.75
On deposit December 31, 1964 . . .		<u>\$ 1,174.75</u>

STABILIZATION FUND

Balance January 1, 1964

Principal Fund	\$166,515.19	
Income Balance	<u>4,311.16</u>	\$170,826.35
Received interest for 1964	5,319.89	
Received to Fund Article 10	25,000.00	
Received to Fund Article 11	<u>10,000.00</u>	<u>40,319.89</u>
		\$211,146.24
Transfer to Town Account		95,000.00
On deposit December 31, 1964 . . .		<u>116,146.24</u>
		<u>\$211,146.24</u>

CARRIE F. WELLS CEMETERY FUND

Balance January 1, 1964

Principal Fund	\$ 3,000.00	
Income Balance	<u>456.73</u>	\$ 3,456.73
Received interest for 1964		<u>146.18</u>
		\$ 3,602.91
On deposit December 31, 1964 . . .		<u>\$ 3,602.91</u>

Respectfully submitted,

WM. HENRY SOAR
Town Treasurer

* * * *

SECTION F

*Officials &
Appointments*

TOWN OFFICERS

MODERATOR

James Edward Kinsley

SELECTMEN

Lawrence Donnelly.	Term Expires 1965
* Arthur W. Lee.	Term Expires 1966
Warren F. Birch	Term Expires 1967
** John H. Loring	
* Deceased	** Elected to replace *

TOWN CLERK
Charles M. MacRae

TREASURER AND COLLECTOR
Wm. Henry Soar

ASSESSORS

Dewey E. Boarman.	Term Expires 1965
Carl R. Godfrey.	Term Expires 1966
Carl C. Flint.	Term Expires 1967

TREE WARDEN
Franklin H. Charter

BOARD OF PUBLIC WELFARE

Clinton S. Curtis	Term Expires 1965
Lossie E. Laird.	Term Expires 1966
Patience H. MacPherson.	Term Expires 1967

CEMETERY COMMISSIONERS

Harry E. Holt	Term Expires 1965
Harlan E. Tuttle	Term Expires 1966
Howard F. Jones	Term Expires 1967

CONSTABLES

Edward J. Collins, Jr.	T. Frederick S. Kennedy
Chauncey R. Fenton, Jr.	David W. Scribner

TRUSTEES OF MEMORIAL LIBRARY

Louise M. Gardiner	Term Expires 1965
Richard A. Bodge.	Term Expires 1966
Doris E. Peterson	Term Expires 1967

LOCAL AND REGIONAL SCHOOL COMMITTEES

Parker Harrison, Jr.	Term Expires 1965
Thomas E. Wetherbee.	Term Expires 1965
M. Virginia Biggy	Term Expires 1966
Albert W. Koch	Term Expires 1966
Edwin Richter	Term Expires 1967
* Lloyd E. Williamson.	Term Expires 1967
** George E. Neagle	
* Resigned	** Elected to replace *

BOARD OF HEALTH

x Robert C. Heustis	Term Expires 1965
xx Warren M. McFague	
* Martin J. Duggan	Term Expires 1966
** J. Huston Westover	
Jay S. Grumbling	Term Expires 1967
x Resigned	* Resigned
xx Elected to replace x	** Elected to replace *

PLANNING BOARD

Leonard E. Rae	Term Expires 1965
† Charles Judd Farley	Term Expires 1966
x John H. Loring	Term Expires 1967
xx Beatrice C. Perkins	
David P. Tinker	Term Expires 1968
* William M. Veazey	Term Expires 1969
** Richard C. Janson	
x Resigned	* Resigned
xx Elected to replace x	† Deceased
	** Elected to replace *

TRUSTEES OF ELIZABETH WHITE FUND

Hazel P. Vose	Term Expires 1965
Eleanor P. Wilson	Term Expires 1966
Helen B. Wood	Term Expires 1967

TRUSTEES OF WEST ACTON FIREMEN'S RELIEF FUND

Arno H. Perkins	Term Expires 1965
H. Stuart MacGregor	Term Expires 1966
James B. Wilson	Term Expires 1967

TRUSTEES OF ACTON FIREMEN'S RELIEF FUND

Frederick T. Kennedy	Term Expires 1965
Clarence A. Frost	Term Expires 1966
Lloyd W. Priest	Term Expires 1967

TRUSTEES OF GOODNOW FUND

James N. Gates	Term Expires 1965
Clark C. McElvein	Term Expires 1966
Thelma L. Boatman	Term Expires 1967

TRUSTEES OF
THE CITIZENS LIBRARY ASSOCIATION OF WEST ACTON

James E. Kinsley	Term Expires 1965
Percival W. Wood	Term Expires 1966
Barbara Nylander	Term Expires 1967

APPOINTMENTS MADE BY SELECTMEN -- 1964

EXECUTIVE CLERK
Virginia Milbery

FINANCE COMMITTEE

Porter G. Jenks.	Term Expires 1965
Charles C. Grandy.	Term Expires 1965
* Richard C. Janson.	Term Expires 1965
** William B. Allred	
Samuel L. Davis.	Term Expires 1966
Joseph R. O'Neill.	Term Expires 1966
William L. Chipman.	Term Expires 1966
James R. Brown.	Term Expires 1967
Mary K. Hadley.	Term Expires 1967
Paul H. Lesure.	Term Expires 1967
* Resigned	** Appointed to replace *

BOARD OF APPEALS

* Craig E. Lundbert.	Term Expires 1965
** Herschel N. Hadley	
William C. Sawyer.	Term Expires 1966
Hayward S. Houghton.	Term Expires 1967
* Resigned	** Appointed to replace *

ASSOCIATES

x Herschel N. Hadley.	Term Expires 1966
xx Harold W. Flood	
* Harold F. Nordberg.	Term Expires 1967
** Milford B. Bottomley	
x Appointed regular member	* Resigned
xx Appointed to replace x	** Appointed to replace *

SUPERINTENDENT OF STREETS

Allen H. Nelson

REGISTRARS OF VOTERS

James B. Wilson.	Term Expires 1965
Grace J. Cullinane.	Term Expires 1966
Julia A. Barry.	Term Expires 1967
Charles M. MacRae.	Ex-Officio

TOWN ACCOUNTANT

Donald O. Nylander.	Term Expires 1965
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CHIEF OF FIRE DEPARTMENT

(Permanent)

H. Stuart MacGregor

TOWN FOREST COMMITTEE

Emery D. Nelson.	Term Expires 1965
Franklin H. Charter.	Term Expires 1966
Arno H. Perkins.	Term Expires 1967

ELECTION OFFICERS

PRECINCT I

Warden - Irene F. McLaughlin
 Clerk - Inga Frost
 Inspectors - Alice H. May, Margaret Schene
 Deputy Warden - John F. McLaughlin
 Deputy Clerk - Helen R. Edwards
 Deputy Inspectors - Adelaide G. Cornwall, Marion E. Stevens
 Tellers - Edna R. Custance, Paul C. Cornwall, Katherine M. Condon,
 Frances Hirsch, Gladys Duston, Olga Andersen

PRECINCT II

Warden - Margaret Larsen
 Clerk - Bertha Carr Tucker
 Inspectors - Martha I. Lowden, Sophia Walsh
 Deputy Warden - Ellen G. Beck
 Deputy Clerk - Phyllis M. Moyer
 Deputy Inspectors - Hazel P. Vose, Michael J. Walsh
 Tellers - Elsie T. Winslow, Nancy Nastasi, Clara Gunzelmann,
 Mabel S. McKelvie, Margaret I. Cullinane, Irene Young

PRECINCT III

Warden - Barbara J. McPhee
 Clerk - Phyllis K. Sprague
 Inspectors - Barbara Nylander, Martin J. Duggan
 Deputy Warden - Harry E. Holt
 Deputy Clerk - Stanley A. Nedza
 Deputy Inspectors - Elsie M. Godfrey, Genevieve L. Hatch
 Tellers - Minnie C. Veasie, Elizabeth H. Gray, Nancy E. Oelschlegel,
 Mary H. Prentice, Esther Perry, Anna G. Mahar

CENTRAL POLLING PLACE

Warden - Edith M. O'Leary Clerk - Marion M. Armstrong

INSPECTOR OF ANIMALS
 Carl W. Flint

DOG OFFICER
 Carl W. Flint

SEALER OF WEIGHTS AND MEASURES
 George K. Hayward

RECREATION COMMISSION

William J. Phillips	Term Expires 1965
Helen E. Moland	Term Expires 1965
Charles W. Pappas	Term Expires 1966
* Edward W. Flannery	Term Expires 1967
** Martin C. Scanlan	
Gladys K. Mason	Term Expires 1968
* Resigned	** Appointed to replace *

INSPECTOR OF GAS PIPING AND GAS APPLIANCES
 Joseph G. Perry

DEPUTY INSPECTOR OF GAS PIPING AND GAS APPLIANCES
 Edward F. Wright

FENCE VIEWERS

*Laurence Hadley
* Resigned

Allan R. Murray

FIRE ALARM OPERATOR

*Frederic W. Rimbach
*Resigned

FIELD DRIVERS

William C. Kazokas
William J. Durkin, Jr.

*George Kemp
Norman L. Roche

*Deceased

SUPERINTENDENT OF MOTH WORK

Franklin H. Charter

BURIAL AGENT

Ian M. Mott

VETERANS' AGENT

Ian M. Mott

ASSISTANT BURIAL AGENT

Norman L. Roche

ASSISTANT VETERANS' AGENT

Norman L. Roche

DIRECTOR OF VETERANS' SERVICES

Ian M. Mott

ASSISTANT DIRECTOR OF VETERANS' SERVICES

Norman L. Roche

INSPECTOR OF WIRES

Leslie F. Parke

ASSISTANT INSPECTOR OF WIRES

Lawrence I. Tucker

POLICE OFFICERS

*Edward J. Collins, Jr., Chief

*Chauncey R. Fenton, Jr., Sergeant

*David W. Scribner, Sergeant

*William J. Durkin, Jr.

*Norman L. Roche

*Robert A. Bartlett

*John V. Gregory

*Robert S. Rhodes

*Robert P. MacLeod

Franklin H. Charter

Ray L. Harris

William S. Kendall, Jr.

Richard N. Farrell

James P. Conheeney, Jr.

T. Frederick S. Kennedy

Allen H. Nelson

Carl W. Flint

* Civil Service

WORKMEN'S COMPENSATION AGENT

Theron A. Lowden

DIRECTOR OF CIVIL DEFENSE

John F. McLaughlin

DEPUTY DIRECTOR OF CIVIL DEFENSE

Robert F. Guba

PUBLIC WEIGHERS

William Braman
G. Howard Reed
Charles Greenough
Harold Whitney
Robert Greenough

*A. W. Davis
Arthur P. Genetti
Alan C. Wagner
Paul M. Wagner, Jr.
*Deceased

TOWN COUNSEL
Richard S. McCabe

ASSOCIATE TOWN COUNSEL
Philip A. Wilson

TOWN ENGINEER
*Fred K. Hanack
**John J. Dowd

* Resigned

** Appointed to replace *

BUILDING INSPECTOR
Kenneth E. Jewell

DEPUTY BUILDING INSPECTOR
H. Stuart MacGregor

ARCHIVES COMMITTEE

T. Frederick S. Kennedy	Term Expires 1965
Joyce C. Woodhead	Term Expires 1966
David L. May	Term Expires 1967

TOWN REPORT COMMITTEE

John C. Shelley	Term Expires 1965
* Dorothy B. Stonecliffe	Term Expires 1966
** James L. Parker	
Beverly W. Lydiard	Term Expires 1967
* Resigned	** Appointed to replace *

PERSONNEL BOARD

Lyman H. Goff, Jr.	Term Expires 1965
Wilbur J. Tolman	Term Expires 1965
William H. Kemp	Term Expires 1966
Clyde J. Horne	Term Expires 1967
* Warren L. Newell	Term Expires 1967
** Donald L. Loring	
* Resigned	** Appointed to replace *

INDUSTRIAL DEVELOPMENT COMMISSION

Stephen E. Lord	Term Expires 1965
Allen M. Christofferson	Term Expires 1966
Richard J. O'Neil	Term Expires 1967
Paul M. McPherson	Term Expires 1967
Frederick H. Bubier	Term Expires 1968
Ralph C. Morse	Term Expires 1969

TOWN BUILDING COMMITTEE

Arnold H. Mercier	Term Expires 1965
Lloyd W. Priest	Term Expires 1966
Joseph S. Cobb	Term Expires 1967
Frank L. Arms	Term Expires 1968

PUBLIC CEREMONIES AND CELEBRATIONS COMMITTEE

Lowell H. Cram	Term Expires 1965
Clark C. McElvein	Term Expires 1965
Percival W. Wood	Term Expires 1966
Carl A. Hedin	Term Expires 1966
Raymond A. Shamel	Term Expires 1967
Russell Hayward	Term Expires 1967

CONSERVATION COMMISSION

Robert J. Ellis	Term Expires 1965
James M. Shepard	Term Expires 1965
David P. Tinker	Term Expires 1966
Alice H. May	Term Expires 1966
John A. Jeffries, Jr.	Term Expires 1967
William L. Kingman	Term Expires 1967
Kenneth E. Jewell	Term Expires 1967

STREET LIGHTING COMMITTEE

Byrd D. Goss	Joseph F. Bushell
Leslie F. Parke	

TOWN EMPLOYEES INSURANCE ADVISORY COMMITTEE

David W. Scribner	Arno H. Perkins
Stewart Kennedy	Viola M. Foley
Carolyn Douglas	

COMMUNITY ADVISORY COUNCIL TO ASSIST
MASS TRANSPORTATION COMMISSION

John W. Putnam	Allen G. Moody
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* * * *

REVISED JURY LIST - 1964

PRECINCT I

John H. Duston, 276 Pope Road, Farmer
George H. Hodgson, 72 Strawberry Hill Road, Laboratory Technician
Robert S. Sinnett, 22 Hosmer Street, Sales Manager
Theodore D. Weyn, 30 Forest Road, Lumberman
Edwin G. Ferrari, 13 Alcott Street, Mechanical Engineer
Carl A. Peterson, 4 Brabrook Road, Mechanical Engineer
Fletcher W. Burger, 107 Concord Road, Manager
John R. Vieira, Jr., 4 Flag Road, Electronic Technician
Glenn M. Kidder, 486 Great Road, Research Chemist
David G. Robertson, 20 Henley Road, Electrical Engineer
John B. Milliken, 12 Hosmer Street, Purchasing Agent
Arthur C. Goodwin, 1 Iris Court, Retired
Elmer O. Kilpatrick, 1 Iris Court, Retired
William R. Horton, 514 Main Street, Junior Engineer
David W. Forrant, 97 Newtown Road, Electronic Engineer
Karl Andersen, 21 Minuteman Road, Construction
Edgar H. Peterson, 25 Minuteman Road, Office Work
Robert E. Clapp, 4 Wheeler Lane, Salesman
Malcolm R. Dunn, 62 Taylor Road, Farmer
William J. Hindle, Greenwood Lane, Sales Manager
James R. Mercer, Jr., 562 Main Street, President
Paul C. Grosse, 11 Alcott Street, Electronic Engineer
Franklin D. Moore, 3 Thoreau Road, Airline Pilot
Samuel Crowther, Jr., 5 Henley Road, Engineer
John W. Putnam, 352 Pope Road, Research Executive

PRECINCT II

David W. Hartwell, 13 Billings Street, Warehouse Manager
Charles T. Kirk, 13 Beverly Road, Electrical Engineer
Thomas E. Wetherbee, 44 Prospect Street, Laundryman
Arthur H. Donaldson, 5 Billings Street, Mechanic
Roland R. MacLean, 46 Central Street, Prod. Eng.
Thomas C. Searle, 249 Parker Street, Mechanical Engineer
H. Bradford Sturtevant, III, 12 Laurel Court, Asst. Treasurer
Alvin R. Piper, 7 Piper Road, Spec. Office Equipment
Herbert S. Weintraub, 4 Ashwood Road, Physicist
Bruce D. Smith, 6 Ashwood Road, Engineer
William H. Stafford, 8 Brucewood Road, Engineer
Francis J. Schell, 46 Conant Street, Research Engineer
Robert M. Lydiard, 4 Fairway Road, Controller
Charles W. Pappas, 1 Fairway Road, Salesman
Kenneth D. Day, 6 Foster Street, Engineer
Sumner D. Zimmer, 25 High Street, Hydrogen Plant Operator
J. Edward Sibel, 266 High Street, Office Manager
Joseph R. Peters, Jr., 100 Hosmer Street, Office Work
Charles W. Hillman, 10 Independence Road, Engineer
Andrew L. Boissoneau, 63 Laws Brook Road, Office Manager
Raymond V. Christian, 9 Lilac Court, Accountant
Richard A. Gunzelmann, 59 Main Street, Maintenance
George Pederson, 16 Maple Street, Floor Installation
Carl F. Beyer, 27 Oakwood Road, Technician
Richard A. Lowden, 172 Main Street, Truck Driver

PRECINCT III

Richard M. Brine, 136 Central Street, Parts Man
Edward W. Flannery, 544 Massachusetts Avenue, Foreman
Dudley F. Howe, 11 Mohawk Drive, Insurance
Norman L. Perkins, 133 Arlington Street, Bulldozer Operator
Marvin L. Tolf, 32 Agawam Road, T. I. C.
Peter R. Whitcomb, 144 Hayward Road, Carpenter
Harrison D. Foote, 387 Central Street, Salesman
Donald R. Thompson, 372 Arlington Street, Airplane Mechanic
John E. Dunphy, Jr., 3 Algonquin Road, Engineer
Walter W. Lawrence, 230 Arlington Street, Machinist
John D. Killian, 20 Birch Ridge Road, Electrical Engineer
Robert G. French, 220 Central Street, Mechanic
George H. Charter, 79 Charter Road, Machinist
Joseph R. Hanasik, 26 Elm Street, Electronics
Frederick J. Karr, 3 Ethan Allen Drive, Opr. Superintendent
Walter J. Johnson, 11 Marian Road, Oil Service and Manager
Harold A. Torppa, 655 Massachusetts Avenue, Mechanic
Stanley F. Luques, 15 Mohegan Road, Engineer
David C. Hartzell, 42 Nash Road, Assistant Personnel Manager
Frederick A. Lindquist, Jr., 42 Quaboag Road, Machinist
Warren E. Costello, 262 Central Street, Welder
James E. Mahar, 20 Agawam, Design Engineer
Lawrence B. Kelley, 15 Nashoba Road, Draftsman
Arnold G. Woodward, 141 Central Street, I.B.M. Operator
Alfred R. Hermes, 292 Central Street, Credit Reporter

* * * *

FEDERAL AND STATE OFFICIALS



President of the United States

Lyndon B. Johnson

United States Senators

Leverett Saltonstall

Edward M. Kennedy

Representative in Congress

Philip J. Philbin – Third Congressional District

Officials of the Commonwealth

Governor John A. Volpe

Lieutenant Governor Elliot L. Richardson

Secretary Kevin H. White

Treasurer Robert Q. Crane

Auditor Thaddeus Buczko

Attorney General Edward W. Brooke

Governor’s Council – Third District
George F. Cronin, Jr., Boston, Mass.

Senator – Middlesex and Worcester District
William I. Randall, Framingham, Mass.

Representative in the General Court –
Thirteenth Middlesex District - John M. Eaton, Jr., Concord, Mass.



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